

RECORD OF PROCEEDINGS

OF THE

BOARD OF TRUSTEES

OF THE

OHIO STATE UNIVERSITY

COLUMBUS

July 1, 1924, to June 30, 1925

THE OHIO STATE UNIVERSITY

WILLIAM OXLEY THOMPSON
President

BOARD OF TRUSTEES

	Date of Original Appointment	Term Expires
B. F. McCANN, ¹ Dayton.....	May 13, 1913	Nov. 29, 1924
CHARLES F. KETTERING, ² Dayton.....	Mar. 21, 1917	Mar. 17, 1925
O. E. BRADFUTE, ³ Xenia.....	Aug. 21, 1905	May 13, 1925
MRS. ALMA W. PATERSON, Columbus....	Mar. 27, 1924	May 13, 1926
HERBERT S. ATKINSON, Columbus.....	Mar. 17, 1925	May 13, 1927
EGBERT H. MACK, Sandusky.....	Dec. 12, 1922	May 13, 1928
JOHN KAISER, Marietta.....	Feb. 25, 1915	May 13, 1929
JULIUS F. STONE, ⁴ Columbus.....	Mar. 17, 1925	May 13, 1930
LAWRENCE E. LAYBOURNE, Springfield..	May 14, 1921	May 13, 1931
HARRY A. CATON, Coshocton.....	May 14, 1925	May 13, 1932

CARL E. STEEB
Secretary of the Board

C. F. KETTERING
Treasurer of the Board

O. E. BRADFUTE
Assistant Treasurer of the Board

¹ Died Nov. 29, 1924—succeeded by Herbert S. Atkinson

² Succeeded by Julius F. Stone

³ Succeeded by Harry A. Caton

⁴ Also served as Trustee May 23, 1909, to March 21, 1917

Proceedings of the Board of Trustees The Ohio State University

OFFICE OF THE BOARD OF TRUSTEES THE OHIO STATE UNIVERSITY

Put-in-Bay, Ohio, July 17, 1924.

The Board of Trustees met at the Lake Laboratory at 10 a. m., pursuant to call of the Chairman.

Present: L. E. Laybourne, Vice-Chairman, B. F. McCann, Egbert Mack, O. E. Bradfute, John Kaiser, Mrs. Alma Paterson.

Upon recommendation of the President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
W. P. Miller	Asst. Prof., Agr. Engr.	June 30	\$3,100.00
T. C. Kennard	Co. Agr. Agt., Noble Co.	June 30	2,200.00
W. S. Ferguson	Co. Agr. Agt., Hocking Co.	June 30	2,400.00
L. A. Kauffman	Co. Agr. Agt., Jackson Co.	June 30	3,000.00
Robert Wylie	Co. Agr. Agt., Pickaway Co.	June 30	3,000.00
F. S. DeLashmutt	Co. Agr. Agt., Ottawa Co.	June 30	3,200.00
S. B. Stowe	Co. Agr. Agt., Marion Co.	June 30	3,500.00
Ralph M. Pavey	Co. Agr. Agt., Athens Co.	June 30	2,500.00
Walter F. Gahm	Co. Agr. Agt., Scioto Co.	July 31	3,500.00
J. J. Riggle	Co. Agr. Agt., Lake Co.	July 31	3,200.00
<i>College of Agriculture</i>			
Dwight M. Moore	Instructor, Botany	Oct. 1	1,500.00
Warren P. Spencer	Asst., Zoology & Ent.	Oct. 1	900.00
Clarence O. Bare	Grad. Asst., Zoology & Ent.	Oct. 1	500.00
Martha Okey	Stenographer	June 15	960.00
Gladys McGill	Asst. Prof. Home Econ.	May 1	2,500.00
<i>College of Commerce and Journalism</i>			
D. W. Wiper	Asst., Bus. Org.	Autumn Quarter	500.00
Virgil Willett	Instructor, Economics	Autumn Quarter	1,750.00
C. W. Fink	Instructor, Economics	Autumn Quarter	1,750.00
<i>College of Dentistry</i>			
Jocelyn Gillam	Clerk	July 15	960.00
<i>College of Education</i>			
Gladys L. Everitt	Stenographer	June 30	960.00
<i>College of Engineering</i>			
Wm. C. Phebus	Grad. Asst., Physics	Oct. 1	500.00
A. G. Wise	Instr., Elec. Engr.	Oct. 1	1,500.00
Deane B. Judd	Asst., Physics	Oct. 1	900.00
Thelma Kelly	Stenographer	June 30	1,020.00
<i>College of Law</i>			
Mrs. Louise Hanes	Stenographer	July 31	960.00

Graduate School

Herrick L. Johnston	Scholar	Oct.	1	300.00
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Operation and Maintenance

David S. Gordon	Janitor	June	30	1,080.00
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Upon recommendation of the President, the following appointments were made and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
L. A. Kauffman	Asst. Prof., Animal Husb.	July 1	\$3,400.00
Stanley Gordon	Not-offsetting Funds in Project No. 3E	July 1	90.00 mo.
	Transferred from University Budget-Smith-Lever Funds in Project No. 1B		
Robert W. Lang	County Agricultural Agent	July 16	2,200.00
	Smith-Lever Funds.....	\$133.33	
	Hocking County Funds.....	50.00	
		\$183.33	
Roger M. Thomas	Automobile Maintenance.....	600.00	2,200.00
	County Agricultural Agent	July 21	
	State offsetting funds.....	\$133.33	
	Scioto County Funds.....	50.00	
		\$183.33	
John D. Bragg	Automobile Maintenance.....	600.00	2,200.00
	County Agricultural Agent	July 16	
	Smith-Lever Funds.....	\$133.33	
	Pickaway Co. Farm Bureau..	50.00	
		\$183.33	
Paul P. Fankhauser	Automobile Maintenance.....	600.00	2,400.00
	County Agricultural Agent	July 1	
	Smith-Lever Funds.....	\$133.33	
	Jackson County.....	66.67	
		\$200.00	
	Automobile Maintenance.....	600.00	
<i>College of Agriculture</i>			
Sylv. S. Humphrey	Grad. Asst., Botany	Oct. 1	500.00
		for Autumn, Winter, and Spring Quarters	
Robert Campbell	Grad. Asst., Botany	Oct. 1	500.00
		for Autumn, Winter, and Spring Quarters	
Pearl E. Williams	Stud. Asst., Botany	Summer Quarter	300.00
		for Summer, Autumn, and Winter Quarters	
Ivan E. Massar	Grad. Asst., Botany	Summer Quarter	50.00 mo.
		for Summer Quarter	
Paul Jones Hanes	Stud. Asst., Botany	Summer Quarter	300.00
		for Summer, Autumn, and Winter Quarters	
Curtis May	Grad. Asst., Botany	Oct. 1	500.00
		for Autumn, Winter, and Spring Quarters	
R. Clark Gilmore	Asst., Botany	Oct. 1	1,000.00
		for Autumn, Winter, and Spring Quarters	
Andrew S. Stauffer	Asst., Botany	Oct. 1	1,000.00
		for Autumn, Winter, and Spring Quarters	
Merton Dale Oyler	Stud. Asst., Botany	Oct. 1	300.00
		for Autumn, Winter, and Spring Quarters	
Adolph F. Bohren	Grad. Asst., Dairying	Oct. 1	500.00
		for Autumn, Winter, and Spring Quarters	
Earl Day	Assistant, Soils	July 1	\$1,080.00
		(and house)	
Alden Earl Noble	Asst., Zoology & Ent.	Oct. 1	300.00
Mary E. Walker	Grad. Asst., Zoology & Ent.	Oct. 1	500.00
Eunice Ryan	Instr., Home Economics	Autumn Quarter	2,400.00
Margaret Riley	Stenographer	June 9	80.00 mo.
Thos. D. Phillips	Asst. Prof., Farm Management & Supt. Univ. Farm	July 1	3,000.00

College of Arts

Robert S. Adams	Stud. Asst., English	Sum. Quar. Only	150.00 quar.
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College of Commerce and Journalism

John B. Fullen	Editor, Lantern	Sum. Quar. Only	100.00 quar.
Wilbur E. Snyppe	Bus. Man., Lantern	Sum. Quar. Only	100.00 quar.
Nelson J. Neubig	Asst., Accounting	Autumn Quarter	1,000.00
Russel E. Lyons	Asst., Bus. Organization	Summer Quarter	800.00
Robert D. McGinnis	Asst., Bus. Organization	Autumn Quarter	500.00
Herbert A. Miller	Prof., Sociology	Autumn Quarter	6,000.00
Clyde Brooks	Asst., Economics	Autumn Quarter	1,800.00
Helen E. Cherington	Asst., Economics	Autumn Quarter	1,500.00
Melvorn C. Buchanan	Asst., Econ.—1 1/2 time	Autumn Quarter	500.00
Rolla R. Sharrock	Reader, Economics	Sum. Quar. Only	50.00 quar.

College of Dentistry

R. J. Woodward	Student Assistant	Oct. 1	200.00
Edna Wallace	Stenographer	July 1	960.00

College of Education

Olive M. Steele	Stenographer	July 1	960.00
Ruth E. Atkinson	Comptometer Operator Bur. of Edu. Research	July 1	900.00

College of Engineering

Parker Zaner Blosser	Stud. Asst., Astronomy	July 1	480.00
		for 3 mos.	
John C. Prior	Substitute Prof., Municipal Engr., Dept. Civil Engr.	June 16, 1925	2,125.00
D. S. Tovey	Instr., Mine Engr.	Oct. 1	2,100.00
L. H. Yingling	Grad Asst., Physics	Oct. 1	500.00
Francis Leo Meara	Assistant, Physics	Autumn Quarter	850.00
Emily E. Hannum	Assistant, Physics	Autumn Quarter	900.00
Edith R. Hutton	Stenographer	July 1	1,020.00

College of Law

Daisy Davis	Stenographer	Aug. 1	80.00 mo.
		For 1 mo. only	

College of Medicine

Margaret Gorey	Supervising Nurse	July 16	100.00 mo.
K. E. Reighard	Stud. Asst., Anatomy	Sum. Quar. only	100.00
M. H. Powelson	Stud. Asst., Phys. Chem.	Oct. 1	150.00
Mildred Gardner	Stud. Asst., Phys. Chem.	Oct. 1	150.00
Maurine Ligon	Reg. Nurse, Anesthetist	July 1	1,200.00
		Rotary	
Carl A. Hyer	Assistant, Medicine	Oct. 1	No salary
Fern Zetty	Student Nurse	July 1	75.00
Edna Wright	Student Nurse	July 1	75.00
Maude Hugus	Student Nurse	July 1	75.00
Mildred Sutter	Student Nurse	July 1	75.00
Viola Kinnison-Brown	Student Nurse	July 1	75.00
Edith Westervelt	Student Nurse	July 1	75.00
Deborah Hill	Student Nurse	July 1	75.00
Margaret McLellan	Student Nurse	July 1	75.00
Clarice Cassill	Student Nurse	July 1	75.00
Ada Galloway	Student Nurse	July 1	75.00
Frances Mangold	Student Nurse	July 1	75.00
Gertrude Nygren	Student Nurse	July 1	75.00
Elsie Mitchell	Student Nurse	July 1	75.00
Florence Samson	Student Nurse	July 1	75.00
Thelma Wright	Student Nurse	July 1	75.00
Marcia Gegelein	Student Nurse	July 1	75.00
		for 6 mos. only	
Frieda Schacht	Student Nurse	July 1	75.00
Mae Lois Steyenson	Student Nurse	July 1	75.00
Alice Anderson	Student Nurse	July 1	75.00
Gladys Lytle	Student Nurse	July 1	75.00
Alice Swain	Student Nurse	June 1	75.00

Graduate School

Margaret F. Shaw	Scholar	Oct. 1	300.00
L. F. Sherrar	Bur. of Mines Fellow Dept. of Ceramics	Oct. 1	750.00

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Alfred Ernest MacGee	Bur. of Mines Fellow	Oct.	1	750.00
Henry G. Fisk	Dept. of Ceramics Bur. of Mines Fellow Dept. of Mineralogy	Oct.	1	750.00
<i>Library</i>				
Margaret Y. Green	Cataloger	July	1	125.00 mo.
Earl Brown	Library Asst.— $\frac{1}{2}$ time	July	1	for 1 mo. only
Jane Kintner	Library Asst.	July	1	360.00
Maude E. Avery	Cataloger	Sept.	15	1,200.00
Pauline Lehman	Library Asst.— $\frac{1}{4}$ time	July	1	2,000.00
Frances M. Smith	Library Asst.— $\frac{1}{4}$ time	July	1	360.00
Florence Reese	Library Asst.— $\frac{1}{4}$ time	July	1	360.00
Harry Appler	Library Asst.— $\frac{1}{4}$ time	July	1	360.00
Frances Remley	Library Asst.— $\frac{1}{4}$ time	July	1	360.00
Eldra Hartley	Library Asst.— $\frac{1}{4}$ time	July	1	360.00
<i>Physical Education</i>				
Marian Johnson	Instr., Phys. Edu.	Oct.	1	2,200.00
<i>Registrar's Office</i>				
Mildred Mills	Asst. to Registrar	July	3	85.00 mo.
Marguerite J. Fox	Asst. to Registrar	July	1	85.00 mo.
M. Von Gerichten	Asst. to Registrar	July	3	85.00 mo.
Mary E. Warren	Asst. to Registrar	July	3	85.00 mo.
<i>Operation and Maintenance</i>				
George Nye	Steamfitter	July	1	1,920.00
E. A. Hague	Carpenter	July	1	1,920.00
John B. Truitt	Janitor	July	1	1,080.00
Emma Munyan	Laundress	July	1	780.00
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Upon recommendation of the President, the following increases in salary were made:

Name	Title	Date Effective	Salary Increase From	To
College of Agriculture				
Clarence H. Kennedy	Asst. Prof., Zoology	Summer Quarter	\$2,300.00	\$3,000.00
Arthur Bayes	Supt., Poul. Plant	July 1	1,680.00	1,800.00
Ralph H. Livingston	Asst., Farm Crops	July 1	1,200.00	1,320.00
Charles Pugh	Head Teamster	July 1	1,080.00	1,200.00
C. E. Lively	Asst. Prof., Rural Econ.	July 1	3,300.00	3,600.00
C. G. McBride	Asst. Prof., Rural Econ.	Oct. 1	3,300.00	3,600.00
College of Education				
Melvin A. Durea	Asst., Psychology	July 1 for 4 Quarters	1,000.00	2,000.00
College of Medicine				
George W. Bond	Asst., Bacteriology	Summer Quarter for 3 Quarters	1,200.00	1,500.00
Clara Dennis	Cook, Univ. Hos.	July 1	75.00 Mo.	83.00 Mo.
Library				
Alice McKee	Library Assistant	July 1	1,600.00	2,000.00
Ellen Michael	Library Assistant	July 1	1,080.00	1,380.00

Upon recommendation of the President, the following change in title was made:

Name	Title changed from	to	Date effective
<i>College of Medicine</i>			
Harry C. Powelson	Asst., Phys. Chem. and Pharmacology	Instructor, Pharmacology	July 1

Upon recommendation of the President, the following position was cancelled in the College of Medicine:

Student Assistant	Bacteriology	Summer Quarter	\$120.00
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Upon recommendation of the President, the following travel was authorized subject to the approval of the State Emergency Board, the expense to the State to include railroad fare and Pullman only:

Professor E. L. Dakan to attend the annual meeting of the American Association of Instructors and Investigators in Poultry Husbandry at Raleigh, North Carolina, August 19 to 22, 1924.

Professor J. S. Myers to attend the annual meeting of the American Schools and Departments of Journalism at Chicago, December 29, 30, and 31, 1924.

Professor Clair A. Dye to attend the meetings of the American Conference of Pharmaceutical Faculties and the American Pharmaceutical Association in Buffalo, New York, August 25 to 30, 1924.

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Upon motion, the following recommendations of the President were approved:

The fees for the College of Law were fixed at \$35.00 per quarter instead of \$100.00 per year, effective July 1, 1925.

Professor Charles A. Wright was appointed Acting Head of the Department of Electrical Engineering effective June 16, 1924, to June 16, 1925, vice Professor F. C. Caldwell on leave of absence.

The period of service for Professor John Knipping, of the Department of European History, was changed to Summer, Winter, and Spring Quarters 1924-1925.

The period of service of A. L. Henderson, of the Department of Psychology, was changed to read July 1 instead of October 1.

The period of service of J. L. Clifton, of the Department of Principles of Education, was changed to read July 1, 1923, to June 30, 1924, as Professor Clifton has been on duty for the four quarters of the past year.

The period of service for Professor A. E. Waller, of the Department of Botany, was ordered to read for the Summer, Autumn, and Winter Quarters for the year 1923-1924.

The following budget was authorized for conferences to be held throughout the year by the College of Commerce and Journalism:

Sociology Summer Course.....	\$ 700.00
Management Week.....	400.00
Chamber of Commerce Secretaries.....	(expenses only)
Banking and Finance.....	400.00
Institute of Public Accountants.....	500.00
Foreign Trade.....	300.00
Conference of Ohio Newspapers.....	200.00
Total.....	\$2,500.00

The following salaries for the women's dormitories were authorized for the year 1924-1925:

Superintendent.....	\$185 mo.
Dietitian.....	140 mo.
Secretary.....	105 mo.
Chaperon.....	75 mo.
Housekeeper.....	80 mo.
1 Cook.....	65 mo.
2 Cooks @ \$60 per month.....	120 mo.
1 Cook.....	40 mo.
1 Waitress.....	13 wk.
4 Waitresses @ \$12 per week.....	48 wk.
Kitchen Helper.....	11 wk.
Maid.....	40 mo.
Porter.....	150 mo.
Porter.....	85 mo.
Housekeeper.....	30 mo.

Robert C. Higgy was employed during the months of July and September in connection with the radio broadcasting station at a salary of \$100 per month.

In order to correct an error in money due Mr. Perry P. Denune \$100.00 was appropriated for this purpose.

The salary of Mrs. Nellie I. Sharpe Tallentire for music in the Summer session of six weeks was fixed at \$600.00.

The tuition charge of \$60.00 per quarter, or \$180.00 per annum, in the College of Medicine, effective July 1, 1925, was ordered divided as follows:

For deposit	\$35.00 per quarter
For tuition	\$25.00 per quarter

It was ordered that the fee in the College of Medicine of \$150 per annum, for the current year, be distributed as follows:

For deposit	\$35.00 per quarter
For tuition	\$15.00 per quarter

The following memorandum of agreement by and between the Ohio State University, the Ohio Department of Health, and the City Department of Health, was approved and the Secretary was directed to execute said agreement for and on behalf of the Board of Trustees:

MEMORANDUM OF AGREEMENT

This agreement made this 29th day of July, 1924, between the Board of Health of the City of Columbus, Ohio, the Ohio Department of Health, and the College of Medicine of the Ohio State University on authority of the Board of Trustees.

Witnesseth:

That there shall be established a Venereal Disease Clinic, which shall be jointly maintained and operated by the Board of Health of the City of Columbus, Ohio, the Ohio Department of Health, and the College of Medicine of the Ohio State University.

That the direct supervision of this clinic shall be vested in a committee consisting of the Health Commissioner, representing the City Board of Health, and the Dean of the College of Medicine, representing the College of Medicine of the Ohio State University. This committee shall have authority to make rules and regulations governing the operation of the Venereal Disease Clinic.

It is agreed that indigent persons having any venereal

disease shall receive free examination and treatment at this clinic. In the event that a person, who receives examination or treatment therein is financially able to make payment therefor, the clinic may receive from such person such sum as may be equitable, which shall not exceed a nominal charge.

All funds received from persons treated at the Venereal Disease Clinic shall be deposited with the Bursar of the University in a special fund to be designated as "Venereal Disease Fund," which fund may be used for the purchase of supplies, equipment, and personal service.

Expenditures shall be made for such purposes as are hereinafter designated from this fund upon vouchers approved by the committee under whose control the Clinic is to be operated.

A physician (member of the faculty of the College of Medicine), one or more nurses and such other necessary employees shall be employed by the City Board of Health to conduct the Clinic at such salaries as shall be determined by said Board.

The duties of the personnel shall be prescribed by the committee in charge of the clinic.

The expense of maintaining and operating the Venereal Disease Clinic shall be provided as follows:

The building, including heat, light, and janitor service, shall be furnished by the College of Medicine of the Ohio State University. The Ohio Department of Health shall furnish arsenical preparations and such other services as they may be able to render. The City Board of Health shall pay the salaries of the physician, nurse, or nurses, and other employees in so far as the remainder of the fund is insufficient. However, incidental expenses of maintaining and operating the clinic shall be paid from the fund before any salaries may be paid from said fund.

Accurate account of all moneys received and expended shall be kept by the Clerk of the Clinic. Duplicate receipts shall be given for all funds received, a cash book record of receipts shall be kept, and all deposits shall be made weekly to the Bursar of the University to be credited to the Venereal Disease Fund.

The committee in charge of the clinic shall make an annual report on or before the 15th day of January each year, setting forth the receipts and disbursements of the clinic, the number of persons treated and such other data as may be pertinent.

College of Medicine, Ohio State University

By (Signed) CARL E. STEEB,

Secretary, Board of Trustees.

Ohio Department of Health

By (Signed) JOHN E. MONGER,

Director of Health.

City Department of Health

By (Signed) ROBERT E. PFEIFFER, *President.*

(Signed) JOHN W. KEEGAN, *Clerk.*

The following memorandum of agreement of the Board of Trustees of Ohio State University and the Council of the City of Columbus was approved, and the President was directed to sign said memorandum on behalf of the Board of Trustees:

MEMORANDUM OF AGREEMENT

This agreement made this 29th day of July, 1924, between the Board of Trustees of the Ohio State University and the Council of the City of Columbus, Ohio.

Witnesseth:

(1) It is agreed that the Board of Trustees of the Ohio State University through the College of Medicine will furnish and provide in the Starling-Loving University Hospital the necessary medical care and maintenance for all bona fide residents of the City of Columbus suffering from quarantinable contagious diseases who are certified by the Commissioner of Health of the City of Columbus as being indigent and entitled to free medical care.

(2) It is further agreed that the City of Columbus shall pay the Starling-Loving University Hospital \$3.80 per diem per patient for all patients of the character referred to in paragraph No. 1 of this agreement.

(3) It is agreed that the per diem per capita cost referred to in paragraph No. 2 of this agreement may be revised and reconsidered at any time depending upon the facts presented and a new per diem cost determined with the consent of both parties.

(4) It is further agreed that this agreement may be terminated by either party on due written notice of six months.

(5) It is further agreed that this agreement is to remain in force until such time as it may be revised by mutual consent or terminated by either party.

Ohio State University

By (Signed) W. O. THOMPSON,
President.

Council of the City of Columbus

By (Signed) FRED P. ZIMPFER,
President, City Council.

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The following program for the building and development of the College of Medicine, running through a period of five years, was approved, and the President of the University was authorized to present the same to the Legislature as the budget authorized by the Trustees; the President was further authorized to present said plan to the Rockefeller Foundation and to the General Education Board with respectful request for cooperation in providing such assistance as may be necessary to carry the plan to completion.

1. Nurses' Home.....	\$300,000.00
2. Completion of Hospital.....	500,000.00
3. Completion of front and fourth floor present Hospital wing.....	150,000.00

4. Completion of Hamilton Hall.....	500,000.00	
(Completing Quadrangle)		
5. Addition to Kinsman Hall connected to Hospital	170,000.00	
6. Tunnel connecting Hamilton Hall with east wing		
of Hospital.....	2,500.00	
		\$1,622,500.00

EQUIPMENT

Hospital.....	\$100,000.00	
Hamilton Hall.....	75,000.00	
Kinsman Hall.....	20,000.00	\$ 195,000.00
Total.....		\$1,817,500.00

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The matter of making provision for the farm work horses was referred to the President with power to act.

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The request from Professor Nold for space to install mine ventilating apparatus was referred to the President with power to act.

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The President was directed to express the appreciation of the Trustees to Dr. Wm. McPherson for his generous provision for the ringing of the chimes. The President was authorized to make the necessary arrangements for the ringing of the chimes during the coming year.

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It was agreed to appropriate \$1450.00 for the Department of Rural Economics to carry on a research problem of farmer owned and operated marketing organizations in Ohio in accordance with the plan suggested by Dr. Falconer, \$700 of the amount to be used for travel and \$750 for a graduate assistant.

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The President and Secretary were authorized to enter into contract with Mrs. Ada Baker for the rental of Mrs. Baker's house, located at 220 West Tenth Avenue, for the year beginning September 1, 1924, at an annual rental of \$1500; the water, insurance, taxes, etc., to be paid by the lessor; the house to be cleaned, completely furnished, and placed in readiness for use, by the lessor. The above is in response to the request of the Dean of Women for a residence to house 12 or 15 young women who are now attempting to do their own cooking for the purpose of reducing their expenditures at the University in a cooperative way.

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The following budgets for Vocational Agriculture and Vocational Home Economics were adopted:

Department of Agricultural Education

W. F. Stewart—Professor (part salary).....	\$1,600.00
H. W. Nisonger—Assistant Professor.....	3,300.00
H. W. Nisonger—Automobile allowance.....	400.00
H. G. Kenestrick—Assistant Professor.....	2,950.00
A. C. Kennedy—Instructor (Worthington).....	2,700.00
E. O. Bolender—Instructor (Hilliards).....	2,700.00
J. B. McClelland—Instructor (Grove City).....	2,700.00
F. J. Salter—Instructor (Westerville).....	2,700.00
R. G. McMurray—Instructor (Canal Winchester).....	2,650.00
Mary Schimmel—Clerk and Stenographer.....	1,080.00
Travel.....	1,200.00
Office Supplies.....	300.00

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Postage and Communication.....	150.00
Printing and Miscellaneous.....	100.00
W. F. Bruce—Graduate Assistant (salary to be paid \$50 per month beginning Aug. 1).....	550.00
Total Budget.....	\$25,080.00

Department of Home Economics

Maude G. Adams—Professor (part time).....	\$1,800.00
Henrietta Gromme—Assistant Professor.....	2,700.00
Clara Bancroft—Instructor (North High).....	2,100.00
Almeda Jones—Instructor (North High).....	2,000.00
Jane Hinkley—Instructor (Canal Winchester).....	2,200.00
Hazel Huston—Instructor (Reynoldsburg).....	2,100.00
Marie Kuglen—Clerk and Stenographer.....	1,140.00
Travel Expense.....	600.00
Office Supplies.....	100.00
Postage and Communication.....	100.00
Printing and Miscellaneous.....	100.00
Rent and Maintenance of Practice House.....	2,000.00
Total Budget.....	\$16,940.00

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The President reported a gift of \$500.00 from Edward Orton, Jr., for the purchase of books for the Geology Library. Upon motion, the President was requested to express the appreciation of the Board of Trustees to General Orton for this gift.

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Upon recommendation of the President, an appropriation of \$700.00 was made for the Y. M. C. A. for the current year, payable from H. B. 622 H-8, and an appropriation of \$8500.00 was made to the Ohio State University Association continuing the appropriation of former years, payable \$2500 from H. B. 622 H-8 and \$6000 from the Interest on Endowment Fund.

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Dr. Thompson and Dr. E. F. McCampbell were authorized to represent the University at the inauguration of Robert Ernest Vinsor as President of Western Reserve University and at the dedication of the new buildings of the School of Medicine on the 9th of October, 1924.

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The President was authorized to select a delegate to represent the University at the One Hundredth Anniversary of the Rensselaer Polytechnic Institute on October 3 and 4, 1924, at Troy, New York.

* * * * *

The Secretary presented the following lease and option covering the land owned by Mary E. Hess:

LEASE

This agreement of lease, made this 26th day of July, 1924, but intended to be effective from the 1st day of July, 1924, by and between Mary E. Hess, of Columbus, Ohio, lessor, and the Board of Trustees of the Ohio State University, lessee. *Witnesseth:*

That said lessor, in consideration of the rents, covenants, conditions, and agreements, hereinafter mentioned, reserved and contained on the part of said lessee to be paid, kept, and performed, has granted, demised, and leased, and by these presents does hereby grant, demise,

and lease unto the said lessee, its successors and assigns, the following described premises situated in the County of Franklin, State of Ohio, and Township of Clinton:

First parcel: Being a tract of land containing 18.928 acres lying west of the Hocking Valley Railroad and north of the Wood Brown Company's Second Addition.

Second parcel: Being a tract of land containing 60.69 acres lying east of the Hocking Valley Railroad and south of the Hess Road and north of Lane Avenue.

Third parcel: Being a tract of land containing 50.75 acres lying west of the Hocking Valley Railroad and north and south of the Hess Road.

Reserving to lessor, however, out of said Third Parcel the following premises:

The brick residence and grounds, barns, and barn lot to the south, and the orchard and pasture lot to the east.

To Have and to Hold the same, with the appurtenances thereunto belonging, unto said lessee, its successors and assigns, for and during the full term of ten (10) years, beginning July 1, 1924, and ending June 30, 1934.

Said lessee covenants and agrees to pay to said lessor, her heirs, executors, administrators and assigns, as rent for the premises hereby demised, the sum of Two Thousand One Hundred Sixty-five Dollars (2165.00) net per annum for the first five (5) years of the term thereof, ending on the 30th day of June, 1929, and the sum of Two Thousand Five Hundred Fifty Dollars (\$2550.00) net per annum for the next five (5) years hereof, ending on the 30th day of June, 1934, and agrees further as a part of said rentals to furnish pasture to said lessor during said term for one cow and one horse. All of said rentals shall be paid in semi-annual installments, on the 15th day of July and January of each year thereof.

It is agreed by and between the lessor and lessee that no partial or complete destruction by fire or other casualty to any buildings now on said premises shall in any way affect the payments of rentals herein provided for.

It is further covenanted and agreed that all repairs and improvements made or required in and about said premises, to either fences or buildings, shall be done and made at the expense of the lessee. This clause shall not apply, however, to the buildings retained by the lessor.

Said lessee for itself, its successors, and assigns, does hereby covenant and agree with the lessor, her heirs, executors, administrators, and assigns, as follows:

That lessee will cultivate and manage said farm in the proper manner and will not remove any of the soil therefrom, or do or perform any act in connection therewith which will decrease the value of said premises, and that lessee will surrender and deliver up said premises at the end of said term in as good order and condition as the same now are or may be put with reasonable use and ordinary wear and tear excepted.

Provided, however, if said rents, or any part thereof, shall, for a period of ninety (90) days after the same shall become due, remain in arrears and unpaid, or if said lessee shall fail to keep and perform any of the covenants, conditions, and agreements of this lease on

lessee's part to be kept and performed, said lessor, or her heirs, executors, administrators, and assigns, may enter into said premises and have, re-possess, and enjoy the same as if this lease had not been made.

Said lessor, for herself, her heirs, administrators, executors and assigns, further hereby grants to the said lessee, its successors and assigns, the right and option to purchase said premises above described, and every part thereof, at any time until March 1st, 1926, for the sum of One Thousand Dollars (\$1000.00) per acre, and thereafter at any time until March 1, 1928, for the sum of One Thousand One Hundred Dollars (\$1100.00) per acre, and at any time thereafter until March 1, 1930, for the sum of One Thousand Two Hundred Dollars (\$1200.00) per acre, and at any time thereafter until March 1, 1932, for the sum of One Thousand Three Hundred Dollars (\$1300.00) per acre, and at any time thereafter until March 1, 1934, for the sum of One Thousand Five Hundred Dollars (\$1500.00) per acre. The acreage in said tract to be determined by actual survey.

Upon payment of said purchase price by said lessee to said lessor, or her heirs, executors, administrators, or assigns, said lessor, or her heirs, executors, administrators, or assigns shall deliver unto said lessee a general warranty deed for said premises, conveying the same to the lessee in fee simple, free and clear of all encumbrances by, through, or under the lessor, her heirs, executors, administrators, or assigns, subsequent to the date hereof, and shall furnish an abstract, clearly disclosing the status of the title to said premises. Reserving to lessor, however, a life estate in and to the premises reserved for the use of said lessor by this instrument. Upon the execution and delivery of said deed, this lease, and everything herein contained, shall become null and void.

In Witness Whereof, the said lessor and said lessee by Carl Steeb, its Secretary, duly authorized by resolution, have set the name of lessor and lessee hereunto, this 26th day of July, A. D. 1924.

(Signed) J. K. KENNEDY.

(Signed) MARY E. HESS.

(Signed) M. K. MINK.

The Board of Trustees of the Ohio State University,

By (Signed) CARL E. STEEB, Secy.

State of Ohio, Franklin County, ss:

Be It Remembered, That on this 26th day of July, 1924, before me, a Notary Public in and for said County and State, personally appeared the above-named Mary E. Hess, lessor, and Carl E. Steeb, who as Secretary of the Board of Trustees of the Ohio State University, acknowledged the signing of this instrument to be their voluntary act and deed for the uses and purposes therein mentioned.

In Witness Whereof, I have hereunto set my hand and affixed my notorial seal the day and year aforesaid.

J. K. KENNEDY,
Notary Public, Franklin County, Ohio.

Upon motion, the above lease and option, upon the terms as stated, were approved and the Secretary was directed to sign the same for and on behalf of the Board of Trustees.

* * * * *

7-17-'24

The Secretary reported that the Controlling Board under date of June 23, 1924, granted the University permission to waive advertising for bids on the new brick road around the new Administration Building and also for the tunnel running from Townshend Hall to Veterinary Laboratory, with the understanding that competitive bids on both of these improvements be submitted to the Director of Finance before contracts are awarded.

On July 2, 1924, the following bids were received for the brick road around the Administration Building:

Robert J. Dienst.....	\$11,449.00
Standard Paving Company.....	13,580.00
D. W. McGrath & Sons.....	25,500.00

Mr. Robert J. Dienst was the lowest bidder and upon the recommendation of the Engineers and the approval of the Director of Finance, a contract was entered into with Mr. Dienst in accordance with his bid.

Upon motion, the above action was approved.

The Secretary reported further that the Ohio Paving Brick Manufacturing Association, through Mr. James R. Marker, the Secretary, has agreed to donate to the University the 120,000 brick needed for the above roadway. Upon motion, the Secretary was directed to advise Mr. Marker of the appreciation of the Trustees for this gift.

* * * * *

The Secretary reported further that on July 2, 1924, the following bids were received for the tunnel from Veterinary Laboratory to Townshend Hall:

M. P. Street.....	\$ 9,097.00
Standard Paving Company.....	10,970.00
Elcon Engineering Company.....	6,990.00

Upon recommendation of the Engineers and the approval of the Director of Finance, contract has been entered into with the Elcon Engineering Company for the construction of said tunnel in accordance with the terms of their bid.

Upon motion, the above action was approved.

* * * * *

Upon recommendation of the Cabinet, the Board agreed to the widening of the roadway on the east and west sides of Administration Building, two feet, at an additional cost of \$363.00. The Board also agreed to the paving of the road running east from Neil Avenue to the rear of University Hall, at a cost of \$2,917.00, the above to be paid from the balance remaining in the State appropriation for Roadways and Sidewalks. The Secretary was directed to issue an order to Robert J. Dienst, Contractor, for the above work at the price named.

* * * * *

The Secretary presented the following report from the University Architect:

June 4, 1924.

Mr. C. E. Steeb, Secretary,
Board of Trustees,
Ohio State University.

Dear Sir—The E. H. Latham Company, Columbus, Ohio, have completed the general contract for the erection of the Commerce Building.

Therefore, the acceptance of this building and the author-

7-17-'24

ity of the University Architect to issue the final estimates is recommended to the Board of Trustees.

Respectfully submitted,
(Signed) JOS. N. BRADFORD,
University Architect.

Upon motion, the Commerce Building was accepted and the University Architect was authorized to prepare final estimate to the E. H. Latham Company for said building.

* * * * *

The Secretary presented the following report on the Journalism Building from the University Architect:

Mr. C. E. Steeb, Secretary, July 14, 1924.
Board of Trustees,
Ohio State University.

Dear Sir—The contractors have completed the Journalism Building in compliance with the plans and specifications.

Therefore, it is recommended that the Board of Trustees accept the building and authorize the payment of the final estimate.

Respectfully submitted,
(Signed) JOS. N. BRADFORD,
University Architect.

Upon motion, the Journalism Building was accepted and the University Architect was authorized to prepare final estimate to the D. W. McGrath & Sons Company for said building.

* * * * *

The Secretary presented the following report on the Addition to Chemistry Building from the University Architect:

Mr. C. E. Steeb, Secretary, July 14, 1924.
Board of Trustees,
Ohio State University.

Dear Sir—The contractors have completed the Addition to Chemistry Building in compliance with the plans and specifications.

Therefore, it is recommended that the Board of Trustees accept the building and authorize the payment of the final estimate.

Respectfully submitted,
(Signed) JOS. N. BRADFORD,
University Architect.

Upon motion, the Addition to Chemistry Building was accepted and the University Architect was authorized to prepare final estimate to D. W. McGrath & Sons for said building.

* * * * *

Upon the recommendation of the President, \$18,000.00 was appropriated from interest on Endowment Fund for the purchase of equipment for the new Administration Building.

* * * * *

The Secretary reported that under date of June 18, 1924, the Emergency Board made an allowance of \$12,815.13 to be credited to the University C-3 Fuel Account.

* * * * *

7-17-'24

The Secretary presented the following communication from the University Architect:

Mr. C. E. Steeb, Secretary,
Board of Trustees,
Ohio State University.

July 14, 1924.

Dear Sir—In the installation of the Heating and Ventilating in the Commerce Building, the following changes were made:

(1) Omitting the air washer, deducting.....	\$1,650.00	
(2) Changing the depth of 48 feet of 8-inch sewer, costing.....	\$81.28	
(3) Changing the location of three heating riser pipes, costing.....	8.00	89.28
Net deduction.....	\$1,560.72	

The above is recommended for the approval of the Board of Trustees.

Respectfully submitted,

(Signed) JOS. N. BRADFORD,
University Architect.

(Signed) HERBERT B. BRIGGS,
State Architect and Engineer.

Accepted:

(Signed) HUFFMAN-WOLFE COMPANY,
Contractor.

Upon motion, the above changes were authorized and the Architect was directed to make a deduction on the contract of the Huffman-Wolfe Company of \$1,560.72 as set forth above.

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The Secretary presented the following communication from the University Architect:

Mr. C. E. Steeb, Secretary,
Board of Trustees,
The Ohio State University.

July 14, 1924.

Dear Sir—The steel sash for the windows in the Journalism Building was changed by the removal of the steel muntins and the small panes of glass. This change resulted in much better windows with two large lights of glass in place of multiple divisions. The cost of this change will be as follows:

(1) Removal of steel muntins.....	\$500.00	
(2) Reglazing.....	443.00	\$943.00

The above is recommended for the approval of the Board of Trustees.

Respectfully submitted,

(Signed) JOSEPH N. BRADFORD,
University Architect.

(Signed) HERBERT B. BRIGGS,
State Architect and Engineer.

Accepted:

(Signed) D. W. McGRATH & SONS,
Contractor.

Upon motion, the extra of \$943.00 was approved in favor of the D. W. McGrath & Sons Co., as set forth above.

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7-17-'24

The Secretary presented the following communication from the University Architect:

July 14, 1924.

Mr. C. E. Steeb, Secretary,
Board of Trustees,
The Ohio State University.

Dear Sir—In the erection of the Administration Building, it was found necessary to relocate the sewer, costing \$905.13.

The above is recommended to the Board of Trustees for approval.

Respectfully submitted,

(Signed) JOSEPH N. BRADFORD,
University Architect.

(Signed) HERBERT B. BRIGGS,
State Architect and Engineer.

Accepted:

(Signed) HUFFMAN-WOLFE COMPANY,
Contractor.

Upon motion, the extra of \$905.13 was approved in favor of the Huffman-Wolfe Company as set forth above.

* * * * *

The Secretary presented the following communication from the University Architect:

July 14, 1924.

Mr. C. E. Steeb, Secretary,
Board of Trustees,
The Ohio State University.

Dear Sir—In the construction of the addition to the new Chemistry Building, it was found necessary to relocate the main galvanized iron heating and ventilating ducts to avoid interference with the Balance Room and obstruction of light in two laboratories and dispensing store room.

The cost of this work will be \$1,118.00.

The above is recommended for the approval of the Board of Trustees.

Respectfully submitted,

(Signed) JOSEPH N. BRADFORD,
University Architect.

(Signed) HERBERT B. BRIGGS,
State Architect and Engineer.

Accepted:

(Signed) HUFFMAN-WOLFE COMPANY,
Contractor.

Upon motion, the above action was approved and the Secretary was directed to issue an order in favor of the Huffman-Wolfe Company for said work at the price named, to be paid out of H. B. 622 G-2 Buildings.

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The Secretary presented the following communication from the State Architect:

7-17-'24

July 16, 1924.

Mr. C. E. Steeb, Secretary,
Board of Trustees,
The Ohio State University.

Dear Sir—In constructing the concrete bases for table in the Chemistry Building, trenches for facilitating the table equipment were deemed advisable to save installation cost.

The cost of this additional work amounted to	\$216.00
Additional cement partitions to enlarge the dispensing room were constructed, costing	\$660.00
Total	\$876.00

The above is in accordance with the attached statement of the Contractors, and is recommended for the approval of the Board of Trustees.

Respectfully submitted,

(Signed) JOSEPH N. BRADFORD,
University Architect.

(Signed) HERBERT B. BRIGGS,
State Architect and Engineer.

Upon motion, the above additional work was approved at the prices named, payable from H. B. 325.

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The Architect presented the plans, specifications, and estimates of cost for the following buildings:

Engineering Experiment Station Building.
Judging Pavilion for Animal Husbandry.
College of Education Building.
President's Residence.

Upon motion, said plans, specifications, and estimates of cost were approved and the Secretary was directed to present the same to the Director of Highways and Public Works for his approval and if so approved to advertise in accordance with the law for bids to be received September 1, 1924.

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Upon motion, \$151.41 was cancelled in the appropriation made from H. B. 325 for Chemistry Building Equipment.

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Upon motion, \$14,118 was cancelled from the appropriation made from H. B. 622, G-2 Buildings for Robinson Laboratory.

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Upon motion, \$40,000.00 was appropriated from the balance remaining in the Building Fund to be added to the appropriation already made for the President's Residence.

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The Secretary reported that the Controlling Board, under date of May 21, granted the University permission to waive advertising in the matter of purchasing cable to be used in connection with the new buildings nearing completion on the University campus and to place

an order for such cable with the Standard Underground Cable Company at their bid. Upon motion, the above action was approved.

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Thereupon, the Board adjourned to meet Friday, September 5, 1924, 9 a. m., at the University.

Attest:

(Signed) CARL E. STEEB, (Signed) L. E. LAYBOURNE,
Secretary. Vice-Chairman.

* * * * *

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, August 29, 1924.

The Board of Trustees met at the University at 2 p. m., pursuant to the call of the Chairman.

Present: L. E. Laybourne, Vice-Chairman; John Kaiser, Egbert Mack, B. F. McCann.

* * * * *

Upon recommendation of the University Faculty, the President was ordered to confer the following degrees at the Summer Convocation on August 29, 1924:

DOCTOR OF PHILOSOPHY

Andrew Irving Andrews, B.S., M.S. (University of Wisconsin); Arthur Talbot Bawden, B.S. (Denison University), M.Sc.; Theodore N. Beckman, B.Sc. in Bus. Adm., M.A.; Jacob Work Bulger, B.Sc. in Agr. (South Dakota State College), M.Sc.; Robert Stewart Hanson, B.A., M.Sc.; Archie Oliver Heck, B.S. (Hedding College), M.S. (University of Illinois); William Samuel Jones, A.B. (University of West Virginia), M.A.; John Mouk Ort, B.Ch.E., M.Sc.; Robert Ambrose Osborn, B.S. (Ohio Northern University), M.Sc.; Harold Theodore Reiner Ruff, B.Ch.E., M.Sc.; Thomas Hadden Swan, B.A. (University of Mississippi), A.M. (Columbia University); Donald Statler Villars, B.A. (Wilmington College), M.Sc.; Helen Landman Wikoff, B.A., M.Sc.

MASTER OF ARTS

Harvey Miles Appleman, Ph.B. in Edu. (University of Chicago); John Logan Auble, A.B. (Hillsdale College); William Edgar Beeman, B.S. in Edu. (Ohio Northern University); Mary Bolenbaugh, A.B. (Otterbein College); William Jesse Caplinger, B.A. (Wilmington College); Helen Elliott Cherington, B.Sc. in Edu.; Hsu Ching, Ph.B. (Denison University); Gale Washington Cox, B.A. (Ohio Wesleyan University); Montgomery Morton Culver, B.A. (Defiance College); Elizabeth Hunt Day, A. B. (Smith College); Blaine Morrison DeLancey, A.B. (Marietta College); Paul Heaney Dunn, A.B. (Miami University); Mervin Arnold Durea, B.A.; Otta May Fisher, A.B. (Colorado State Teachers' College); Emily Lenore Fleming, B.A.; Mary Alice Fornshell, A.B. (Earlham College), Mabel Hartzell, A.B. (Mt. Union College), Clara Belle Hicks, B.A. (Michigan State Normal College); Wilbur Augustus Howe, A.B. (Bluffton College); Charles Free-

man Hughes, B.S. in Edu. (Ohio Northern University); Sing Tah Kee, B.A. (University of Washington); Joseph Luke Kerpan, A.B. (Ohio Northern University); John Herbert Kiger, A.B. (Marysville College), M.A. (University of Cincinnati); James Norman Kimble, B.A. (Washington Missionary College); Merl Melvin Kindy, A.B. (Manchester College); Klise Samuel King, B.A. (Defiance College); Viola Click Marlatt, B.A. (Berea College); John Hays Morris, B.S. (Muskingum College); Clyde Shields Nesbitt, B.Sc. in Edu.; Janice Eleanor Padan, B.Sc. in Edu., B.A.; Lotta Pugh, A.B. (Ohio University); Paul Frederick Ries, B.A.; Raymond Robert Ryder, A.B. (Juniata College); James Walter Sappenfield, A.B. (University of Indiana); Gwendolyn Anita Saylor, B.Sc. in Edu. (Ohio University); Hamilton Martin Smyser, B.A. (Ohio Wesleyan University); Dora Henrietta Summer, B.Sc. in Edu.; James Earl Taylor, A.B. (Wittenberg College); Lorin Andrew Thompson, Jr., B.A.; Amanda Lee Thrasher, B.S. in Edu. (Ohio Northern University); William Butler Treloar, A.B. (Greenville College); Margaret Hastings Willson, B.A., B.Sc. in Edu.; Floy Winks, A.B. (DePauw University); Thomas Howard Winters, B.A. (Ohio Wesleyan University).

MASTER OF SCIENCE

Marvin Achterhof, A.B. (Hope College); Tien I. Chen, A.B. (Morningside College); John Dudley Dawson, B.S. (Denison University); Dalton D. Dowds, B.Sc. in Agr.; Cecil Elder, D.V.M. (Kansas State Agricultural College); Frederick Ernest Frey, B.S. (Wooster College); Arthur Lee Hamner, B.S. (Alabama Polytechnic Institute); Stanley Macrae Hanley, A.B. (Wittenberg College); Robert Arthur Hefner, B.S. (Ohio Northern University); Raymond George Hieber, B.S. (University of Dayton); James Edwin Hutchman, B.A. (Muskingum College); Frank Gilbert Keenen, B.S. (Denison University); Josef Nissley Knull, B.S. in Biology (Pennsylvania State College); Hsing Ya Liu, E.M. (Michigan College of Mines); Toh Liu, B.S. (Peking Government Teachers' College); Stewart Everett Lower, A.B. (Manchester College); Joseph Amos Reeves, A.B. (Bethany College); Hugh Setterfield, A.B. (Wittenberg College); Floyd Franklin Smith, B.Sc. in Agr.; Harold Forester Thayer, B.S. (Michigan Agricultural College); Morrison Robert VanCleve, A.B. (University of Pennsylvania); Gerald William Wagner, B.A.; Seth Thomas Walton, A.B. (Carolina College), D.V.M.; Abraham Hiebert Wiebe, A.B. (Bluffton College).

BACHELOR OF SCIENCE IN AGRICULTURE

Wilbur Joseph Barger; Stanley Davis; Ralph Samuel Harrod; Levi Harris Lukens; Boyd Atkinson Olinger; William Russell Rafferty; Louis Charles Rinear; Herbert Levere Snapp.

BACHELOR OF SCIENCE IN HOME ECONOMICS

Addis Keren Barthelmeh; Dorothy Duckworth Dunham; Genevieve Flora Hess; Naomi Louise Ingram; Audrey Lucile Maloney; Ethel Jane Ransower; Laura Anne Vigor; Ardine Wildermuth.

BACHELOR OF ARTS

Josephine Julia Bambach; Willard Harrison Bennett (with distinction); Eugene Saul Block; Leslie Verne Burkett; Edwin Milton Bush, Jr.; Mary Martha Carter; Neva Chrisman; Frank Earl Cooley, Jr.; John Horace Curry; Chester Franklin Eicher; Frank Conrad Emmerling; Milton Louis Farber; Marvin Gans; Dorothy Marie Giesen; George Edgar Harvey; Lavena Elizabeth Herboltzheimer;

Frederick Vinton Hunt; Catherine Lau; Herbert Hirsch Lind; Aleen Q. V. McConahy; Ruth Martha McGonigle; Lillian Elizabeth Meloy, B.Sc. in Edu.; Martha Caroline Peters; Dorothy Kathryn Postle, B.Sc. in Edu.; Versus Vivian Powell; Jack Price; Edith Mae Richardson; Emanuel Myron Rose; Alex Rubenstein; Lester Seligson; Mary Katherine Sharp; Violet Edwilda Sharp; Phyllis Eugenia Smith; Paul Carlyle Steel; Mary Viola Tackleson; Rachel Hughes Van Hook, B.Sc. in Edu.; Harry Charles Vollrath, Jr.; Madonna Lactyier Walker; Charles Arna Wildman, B.Sc. in M.E. (Case School of Applied Science); Roger Eugene Williams; Cecil John Zimmerman.

BACHELOR OF SCIENCE

William Warner Trostel.

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

Ralph Oakley Bayles; Norton R. Cotterill; George Edward Everett; Wilber Berdette Fess; Clarence Frederick Fosnaugh; Malcolm Theodore Graham; Elmer Christ Grossman; Jen Chieh Hsu; John Anderson Hyslop, Jr.; Stuart Adelbert Jenney; Fred William Keller; Marc William Laibe; George Emmett Locke; William James Madison; Donald Lewis Mills; Walter Atkinson Quick; Rollo Russell Sharrock; Edward Thomas Slackford; Keith Ramsey Smith; Donald Forest Summers; James Russell Trittip.

BACHELOR OF SCIENCE IN SOCIAL ADMINISTRATION

Clara Earl Bayles; Bertha Lee Herrington; Mary Antoinette Newman; Annida Clara Slavens.

DOCTOR OF DENTAL SURGERY

William Jackson Barrick; Edgar Raymond Beach; Clesson Howard Dougherty; Herbert Samuel Goodloe; Thomas Kenyon Reed.

BACHELOR OF SCIENCE IN EDUCATION

Beatrice Louise Barker; Clyde Othey Borrer; Louise Brown; Nellie Edith Brown; George Bertrand Crane, Jr.; Pearl Crawford; Henry Kendall Datson; Daniel Osborne Davis, B.A.; Vera Lucy Dickinson; Dorothy Donavon; Chester Franklin Eicher; Clifton Thomas Falls; Hazel Jeannette Faringer; Avas Ina Ganson; Nellie Best Gower; Cleo Augusta Grace; Olive Mae Hoover; Neva Ruth Hulshizer; Louise Medora Jones; Beulah Nadine Lamb; Beatrice Laughead; Eleanor Lewis Lehne; Ruth Evelyn Lewis; Betty Helen Ley; Mary Florence McCarthy; Helen Marie McCormick; Sai E. McGrew; Joseph Thomas Mad-dox; Elizabeth Sprafkin Melamed; Florence Louise Miller; Dorothy Milligan; Eleanor Louise Purpus; Luciano Raymundo; Lily Schindelman; Myron Teal Seifert; Charles Graydon Shower; Charles Ray Snider; Dora Leah Sniderman; Donald Emerson Wiley; Miriam Williams; Isabel Ross Wilson.

BACHELOR OF CERAMIC ENGINEERING

Adolph Harmon Kuechler.

BACHELOR OF ELECTRICAL ENGINEERING

John Milton Dunham; Harlow William Rettig; James Francis Stutsman.

BACHELOR OF MECHANICAL ENGINEERING

George Duncan Liddle.

BACHELOR OF METALLURGICAL ENGINEERING
Wilbur George Bischoff; John Roscoe Conklin.

BACHELOR OF SCIENCE IN APPLIED OPTICS
Will Franklin Young.

DOCTOR OF MEDICINE

Edward Charles Brandt; Robert Flinn Corwin, B.Sc.; Edward Kimmel Cravener; Drew Lodwick Davies, B.A.; Moses Dolganos, B. Sc.; John Wright Larcomb; Oscar Adair Lashley, B.Sc.; Adolphus Marinella; Frank Norman Nagel; Clarence Larimore Perry, B.A. (Ohio Wesleyan University); Marion Dow Scholl, B.Sc.; Burdett Earl Shreffler, B. Sc.

CERTIFICATE IN PUBLIC HEALTH NURSING

Gertrude Austin Pavey.

* * * * *

Thereupon, the Board adjourned to meet Friday, September 5, 1924, 9 a. m., at the University.

Attest:

(Signed) CARL E. STEEB, (Signed) L. E. LAYBOURNE,
Secretary. Vice-Chairman.

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OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, September 6, 1924.

The Board of Trustees met at the University at 10 a. m., pursuant to adjournment.

Present: L. E. Laybourne, Vice-Chairman; Egbert H. Mack, John Kaiser, Mrs. Alma Paterson.

* * * * *

Upon recommendation of the President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
R. H. Halderson	Co. Agr. Agent, Medina Co.	Sept. 15, 1924	\$3,000.00
<i>College of Agriculture</i>			
Laurentzia Hensen	Instructor, Dept. Home Economics	July 1, 1924	1,800.00
Frances E. Garden	Stenographer, College of Agriculture	Aug. 31, 1924	80.00 mo.
George Taylor	Beef Cattle Herdsman, Animal Husbandry	Aug. 31, 1924	1,260.00
<i>College of Arts, Philosophy, and Science</i>			
Wayne E. Stitche	Asst., Dept. of Political Science	July 1, 1924	500.00
D. P. Rotunda	Instructor, Romance Lang.	July 1, 1924	2,200.00
Frederick Sanchez	Instructor, Romance Lang.	Sept. 30, 1924	1,600.00
Bernard Raymund	Instructor, English	July 1, 1924	1,800.00
Helen Grunick	Stenographer	July 31, 1924	960.00

College of Commerce and Journalism

Belle D. Boyson	Lecturer, Sociology	Sept. 30, 1924	1,500.00
John E. Pryor	Investigator, Bureau of Business Research	Aug. 31, 1924	150.00 mo.
Russell Lord	Part-time Instructor, Journalism	Sept. 30, 1924	1,800.00

College of Education

Mark E. Penney	Acting Professor, Hist. of Edu.	July 23, 1924	4,000.00
Wm. W. Ankenbrand	Grad. Asst., School Admin.	Aug. 30, 1924	500.00
Ruth Atkinson	Comptometer Operator, Bur. of Edu. Research	Sept. 30, 1924	900.00
Floyd L. Simmons	Research Asst., Bur. of Edu. Research	July 1, 1924	1,200.00

College of Engineering

H. S. Mendenhall	Grad. Asst., Astronomy	Oct. 1, 1924	500.00
Irving A. Heeb	Asst., Elec. Engr.	July 1, 1924	1,000.00
Frank H. Lee	Asst., Engr. Drawing	July 1, 1924	800.00
Lewis Headley	Asst., Engr. Drawing	July 1, 1924	800.00
George E. Large	Instr., Engr. Drawing	Sept. 30, 1924	2,000.00
Stanley M. Hanley	Grad. Asst., Physics	July 1, 1924	500.00
H. P. Chapman	Asst., Civil Engr.	July 1, 1924	650.00

College of Medicine

Dr. Samuel P. Oast	Instr., Ophthalmology	Sept. 1, 1924	200.00
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Graduate School

Dorothy Louise Duis	Scholar	July 1, 1924	300.00
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Library

Helen K. Laughlin	Library Assistant	Sept. 15, 1924	1,320.00
Frank Guthrie	Library Assistant	Aug. 31, 1924	600.00
Harriet N. Townshend	Library Assistant	July 1, 1924	1,080.00
Adelaide C. Hibbard	Library Assistant	Aug. 31, 1924	1,080.00
Frances M. Smith	Library Assistant (½ time)	Aug. 31, 1924	360.00

Military Science

Helen Mendenhall	Stenographer, Military Science	Aug. 31, 1924	960.00
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Registrar's Office

Miriam Cherry	Asst. to Registrar	Sept. 1, 1924	1,020.00
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Dean of Women

Frances E. Rundio	Stenographer	June 30, 1924	1,080.00
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Operation and Maintenance

Jennie Roberts	Laundress	July 31, 1924	780.00
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Stores and Receiving

Leona Cohee	Clerk	July 31, 1924	1,080.00
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Upon recommendation of the President, the following appointments were made and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
Lyle H. Barnes	County Agr. Agent, Lake County,	Aug. 1, 1924	\$2,500.00
	Project No. 2—Supp. Ext. Fund.....		\$1,600.00
	Lake County.....		900.00
			<hr/>
	Automobile Maintenance.....		\$2,500.00
			600.00
Roy A. Cave	County Agr. Agent, Medina County	Sept. 15, 1924	2,800.00
	Transferred from County Agent, Fulton County.		

College of Agriculture

Hazel Tussing Zwayer	Stenographer	Sept. 1, 1924	960.00
Benton M. Stahl	Instr., Agr. Engr.	Oct. 1, 1924	2,700.00
L. B. Broughton	Fellow (Limestone)	July & Aug. only	125.00 mo.
Herbert F. Kreige	Fellow (Limestone)	Sept. 1, 1924	1,500.00
Ida Patterson	Asst. Prof., Home Econ. (Smith-Hughes)	Sept. 1, 1924	2,700.00
Susan Roof	Instr., Home Econ. (Smith-Hughes)	Sept. 1, 1924	2,200.00
George F. Henning	Grad. Asst., Rural Econ.	Oct. 1, 1924 For Sum., Aut., Win., and Spring Quarters	750.00 A-3

College of Arts, Philosophy, and Science

William T. Utter	Instr., Amer. History	Oct. 1, 1924	2,000.00
Frederick C. Ault	Stud. Asst., Amer. History	Oct. 1, 1924	250.00
Harry P. Jeffrey	Asst., Dept. Political Science	Oct. 1, 1924	500.00
Harry Russell	Asst., Dept. Rom. Lang.	Oct. 1, 1924	2,000.00
Jose' Palomo	Asst., Dept. Rom. Lang.	Oct. 1, 1924	1,800.00
Miles M. Graham	Asst., Dept. English	Oct. 1, 1924	1,000.00
Tom Burns Haber	Asst., Dept. English	Oct. 1, 1924	1,000.00
Sawyer Falk	Instr., Dept. English	Oct. 1, 1924	2,000.00

College of Commerce and Journalism

Herman S. Miller	Instr., Accounting	Oct. 1, 1924	1,600.00
Evelyn Buchan	Instr., Sociology	Oct. 1, 1924	2,300.00
John R. Fleming	Instr., Journalism (part-time)	Oct. 1, 1924	900.00

College of Education

F. Herrick Connors	Grad. Asst., Dept. School Administration	Oct. 1, 1924	500.00
Ruth H. Graham	Comptometer Operator, Bur. of Edu. Research	Oct. 1, 1924	900.00
A. P. Savides	Acting Prof., Hist. of Edu.	Oct. 1, 1924	4,000.00
Ralph Livingston	Research Asst., Bur. of Edu. Research	Sept. 1, 1924	1,200.00
Arch Oliver Heek	Asst. Prof., Sch. Admin.	Oct. 1, 1924	3,600.00
Amos L. Heer	Grad. Asst., Dept. School Administration	Oct. 1, 1924	700.00

College of Engineering

Raymond L. Wilder	Asst. Prof., Mathematics	Oct. 1, 1924	3,000.00
Joseph L. Wright	Asst., Dept. Astronomy	Oct. 1, 1924	500.00
Emerson E. Kimberly	Instr., Elec. Engr.	Oct. 1, 1924	1,800.00
Glenn R. Spohn	Asst., Dept. Elec. Engr.	Oct. 1, 1924	200.00
Robert C. Higgy	Asst., Dept. Elec. Engr.	Oct. 1, 1924	200.00
George Wm. Pratt	Asst., Dept. Elec. Engr.	Oct. 1, 1924	200.00
Arthur W. Hershey	Asst., Dept. Elec. Engr.	Oct. 1, 1924	200.00
Philip Elias Rush	Asst., Dept. Elec. Engr.	Oct. 1, 1924	1,000.00
John Baker	Shop Asst., (Laborer) Dept. Elec. Engr.	July 1, 1924	780.00
L. D. Lutzenberger	Instr., Engr. Drawing	Oct. 1, 1924	1,600.00
Lawrence D. Jones	Instr., Engr. Drawing	Oct. 1, 1924	1,600.00
Frederick V. Hunt	Student Asst., Physics	Oct. 1, 1924	500.00
Henry Blumberg	Professor, Mathematics	Oct. 1, 1924	4,000.00

College of Medicine

Albert D. Frost	Instr., Ophthalmology	Oct. 1, 1924	200.00
Jessie Jasper	Anesthetist, Univ. Hospital	Sept. 1, 1924	125.00 mo. (Rotary)
Gladys Lytle	Stud. Nurse, Univ. Hospital	Aug. 1, 1924	6.25 mo.
Alice Anderson	Stud. Nurse, Univ. Hospital	Aug. 1, 1924	6.25 mo.
John B. Brown	Asst. Prof., Phys. Chem.	Oct. 1, 1924	3,000.00
Janie Sumner	Dishwasher, Univ. Hospital	July 2, 1924	540.00
Mary E. Carter	Dishwasher, Univ. Hospital	July 1, 1924	600.00

Graduate School

Paul W. Stansbury	Scholar	Oct. 1, 1924	300.00
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Library

Harriet Chantler	Library Asst.	Sept. 1, 1924	50.00 mo.
Carl Troeger	Library Asst.	Sept. 1, 1924	50.00 mo.

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Miriam Heckelman	Library Asst.	Sept. 15, 1924	1,080.00
Donald M. Gibbs	Library Asst. ($\frac{1}{2}$ time)	Oct. 1, 1924	360.00
Fred E. Fuller	Library Asst. ($\frac{1}{2}$ time)	Oct. 1, 1924	360.00
Ralph H. Klapp	Library Asst. ($\frac{1}{2}$ time)	Oct. 1, 1924	360.00
Dorothy Arbuckle	Library Asst. ($\frac{1}{2}$ time)	July 1, 1924	360.00
Margaret Y. Green	Library Asst.	Sept. 1, 1924	1,080.00
Gladys Capell	Library Asst.	Sept. 1, 1924	1,500.00

Physical Education

Virginia Parsons Hill	Instr., Phys. Edu.	Oct. 1, 1924	1,700.00
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Registrar's Office

Martha Hillhouse	Asst. to Registrar	Sept. 1, 1924	1,200.00
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Business Manager's Office

Katharine Taylor	Office Assistant	Sept. 1, 1924	1,200.00
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Operation and Maintenance

Earling Howard	Painter	July 1, 1924	1,380.00
H. Charles Mercer	Laborer	Aug. 1, 1924	1,140.00
Harold Esper	Laborer (Student)	July 1, 1924	1,032.00
Lawrence J. McKenna	Janitor	Aug. 12, 1924	1,140.00
William Cavanaugh	Janitor	Aug. 8, 1924	1,140.00
John M. Conti	Janitor	Aug. 1, 1924	1,140.00
James E. Holliday	Janitor	Aug. 1, 1924	1,140.00
C. Ashenhurst	Janitor	July 23, 1924	1,140.00
Ruth Paulsell	Janitress	July 17, 1924	780.00

Stores and Receiving

Wilma L. Mulby	Stenographer	Aug. 1, 1924	960.00
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Upon recommendation of the President, the following increases in salary were made:

Name	Title	Date Effective	Salary increased from	to
<i>College of Arts</i>				
Benjamin Gamzue	Asst., Dept. English	Oct. 1, 1924	\$ 500.00	\$1,000.00
Hamilton M. Smyser	Asst., Dept. English	Oct. 1, 1924	500.00	1,000.00
<i>College of Engineering</i>				
Hoyt L. Sherman	Student Asst., Engr. Drawing	Oct. 1, 1924	300.00	520.00
Telca F. Haldy	Asst., Dept. Engr. Drawing	Oct. 1, 1924	1,320.00	1,500.00
<i>College of Medicine</i>				
William A. Starin	Prof. Bacteriology	Oct. 1, 1924	3,250.00	3,500.00
Mrs. Nora Massie	Seamstress, Univ. Hospital	Sept. 1, 1924	660.00	780.00
<i>Library</i>				
Mrs. R. L. Watson	Library Asst.	Sept. 1, 1924	1,200.00	1,400.00
Edna E. Davis	Library Asst.	Sept. 1, 1924	2,000.00	2,250.00
Marie Hopkins	Library Asst.	Sept. 1, 1924	960.00	1,080.00
Rita M. Buxton	Library Asst.	Sept. 1, 1924	1,420.00	1,600.00
<i>University Press</i>				
Clyde J. Hodgson	Apprentice, Univ. Press	Sept. 1, 1924	1,372.80	1,716.00

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Upon recommendation of the President, the following decrease in salary was made:

Name	Title	Date Effective	Salary decreased From	To
<i>College of Agriculture</i>				
Cecil Bayes	Beef Cattle Herds- man, Animal Husbandry	Sept. 1, 1924	1,440.00	1,260.00 & House

* * * * *

Upon motion, the following recommendations of the President were approved:

That Professor G. W. McCuen be appointed Head of the Department of Agricultural Engineering, effective October 1, 1924.

That Professor R. M. Salter be appointed acting head of the Department of Soils, effective October 1, 1924, to October 1, 1925, vice Professor F. E. Bear on leave of absence.

That Professor T. E. French, Professor of Engineering Drawing, be granted six months' leave of absence on salary, beginning February 1, 1925.

That the following persons be granted one year's leave of absence without pay, the absence to begin on the dates indicated:

Lois Lampe, Instructor in Botany—October 1, 1924.

Henrietta Gromme, Assistant Professor, Home Economics—Sept. 1, 1924.

Jane S. Hinkley, Instructor in Home Economics—Sept. 1, 1924.

That the schedule of Professor Charles T. Bumer, Department of Mathematics, for the next fiscal year be changed from Summer, Autumn, and Winter Quarters to Summer and Spring Quarters, so that he may have the Autumn and Winter Quarters for the purposes of studying.

That the appropriation of \$3,000.00 from the general fund for the District Nursing Association be paid in monthly installments on the presentation of bills from this association.

That the appropriation of \$2,000.00 to St. Francis Hospital for supplies be paid in installments of \$500.00 per quarter, upon presentation of bills.

That the plan for division of the Department of Chemistry be approved and a division of Chemical Engineering be authorized, subject to the following terms and conditions:

(1) The Dean of the College of Engineering shall present to the President of the University for his approval a complete list of all courses in Chemical Engineering that should be transferred to the new department hereby created, and also a complete report upon the organization of courses for the two departments.

(2) New courses in the Department of Chemistry shall not be authorized when they parallel or duplicate the courses given in the Department of Chemical Engineering or the courses transferred, nor shall the courses in the new Department of Chemical Engineering parallel or duplicate the courses hereafter to be given in the Department of Chemistry.

(3) The division of this department shall not be taken as authority for any expansion in courses offered not authorized by the budget.

Professor James R. Withrow is hereby appointed head of the Department of Chemical Engineering.

* * * * *

Upon recommendation of the President, the following travel was authorized, subject to the approval of the State Emergency Board, the expense to the State to include railroad fare and Pullman only:

Dean Alfred Vivian, College of Agriculture; Professor Faith Lanman, Department of Home Economics, and Dean E. A. Hitchcock, College of Engineering, to attend the meeting of the Land Grant College Association at Washington, November 11 to 14, 1924.

Mrs. E. E. Prout, and Miss Flory, Dietitian, to attend the Restaurant Managers' Convention at Chicago, Illinois, September 2 to 6, 1924.

Professor R. B. Stoltz to attend the National Dairy Show at Milwaukee, Wisconsin, September 27 to October 4, 1924.

Mr. John A. Slipper, Soils and Crops Specialist in Extension Service, to attend the American Society of Agronomy meeting to be held in Washington, November 10 and 11, 1924, the expense to be paid from Extension Service Funds.

Henry F. Walradt, Department of Economics, to attend the meeting of the National Taxation Association to be held in St. Louis, Missouri, the middle of September, 1924.

Professor C. T. Conklin, Department Animal Husbandry, to attend the Waterloo Dairy Congress at Waterloo, Iowa, September 22 to 28, 1924, and the National Dairy Show at Milwaukee, Wisconsin, September 27 to October 4, 1924.

Professor R. M. Salter, Department of Soils, to attend the meeting of the American Society of Agronomy in Washington, D. C., November 10 and 11, 1924.

Professor T. G. Phillips, Department Agricultural Chemistry, to represent the University at the opening of the Boyce Thompson Institute for Plant Research at Yonkers, New York, September 24, 1924.

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The President read a communication from the War Department asking for the immediate payment of \$2737.06 to cover equipment and material lost during the past six years. The President was instructed to advise the War Department that the University would present this claim to the Legislature at its next session.

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Upon recommendation of the President, the following appointments for the Summer Quarter 1925 were made:

Name	Title	Date Effective	Annual Rate
E. D. Roberts	Prof., Sch. Admin.	2nd term	\$ 800.00
G. E. Carrothers	Prof., Sch. Admin.	1st term	750.00
J. O. Engleman	Prof., Sch. Admin.	1st term	900.00
Paul W. Terry	Prof., Sch. Admin.	1st & 2nd terms	1,200.00
M. F. Beeson	Asst. Prof., Sch. Admin.	1st term	750.00
J. J. Oppenheimer	Asst. Prof., Sch. Admin.	1st & 2nd terms	1,000.00
Frank Hart	Prof., Sch. Admin.	1st term	900.00

* * * * *

The following increases in salary for the employees of the University Press were ordered to be paid from the Rotary Fund, effective March 1, 1924:

Name	Title	Salary increased from to	
R. W. Hodgson—Compositor	\$2,288.00	\$2,444.00
Frank A. Huff—Compositor	2,184.00	2,288.00
C. D. Kalb—Compositor	2,184.00	2,392.00
George Maggiore—Compositor	2,184.00	2,340.00
W. R. Stephens—Compositor	2,184.00	2,288.00

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G. F. Rodocker—Pressman.....	2,080.00	2,288.00
W. J. Monroe—Pressman.....	2,080.00	2,288.00
Clyde J. Hodgson—Apprentice.....	1,310.40	1,372.80
C. W. Thompson—Binder.....	2,288.00	2,444.00
William Taylor—Binder.....	2,184.00	2,288.00
Clara B. Harding—Binder.....	1,300.00	1,352.00
Anna B. Logan—Binder.....	988.00	1,092.00

* * * * *

The President was authorized to negotiate with Dr. W. C. Bagley for services during the Summer Quarter 1925 in the Department of School Administration.

* * * * *

The President presented the following communication signed by Gardiner Lattimer, secretary of the Brace Shop Committee, and upon his recommendation and the Dean of the College of Medicine, the proposal as made by Mr. Lattimer was approved and accepted:

Board of Trustees, September 2, 1924.
Ohio State University,
Columbus, Ohio.

Gentlemen—For the purpose of providing better facilities for the care of crippled children in central Ohio and for the purpose of assisting the College of Medicine to establish a brace shop in connection with its orthopedic service, and for the purpose of demonstrating that such a brace shop can be made self-supporting, we, the undersigned, make the following proposition:

1. We will guarantee the salary of \$2,400.00 for one year for a brace maker.

2. As soon as this brace maker is employed and is ready to start to work, we will place in your hands the sum of \$1,200.00 to cover his salary for six months.

3. Whenever it is needed, we will place in your hands the sum of \$300.00 to cover the cost of additional equipment required for this brace shop.

4. This guarantee of \$2,400.00 and these payments of \$1,200.00 and \$300.00 are made with the understanding that braces and other appliances made in this shop are to be paid for at the regular established prices, that these prices are not to be below those charged by brace shops commercially operated for profit and with the further understanding that if at the end of six months the shop has proved to be in whole or part self-supporting, such part of the contributions made to this work shall be returned to the donors as the secretary of your Board may deem wise. It is further understood that similar accounting and similar payments shall be made to the donors of this fund at six month periods following the first six months but if at the end of two years from the date of this proposal it shall have been demonstrated that the brace shop cannot be made self-supporting the donors of this fund will relinquish claim to all or to part of the contributions made.

Yours very truly,

THE BRACE SHOP COMMITTEE.

By GARDINER LATTIMER, *Secretary*.

* * * * *

The President reported that owing to a saving in the contract for the road around the Administration Building, the Cabinet had given the order to the Contractor to complete the brick road from Neil Avenue to the rear of University Hall. Upon motion, the above action of the Cabinet was approved.

* * * * *

The President presented the following lease for South Hall covering a period of ten years:

LEASE

This Lease, Witnesseth: That Martha I. Cockell, Trustee, of Columbus, Franklin County, Ohio, lessor, in consideration of the rents and covenants hereinafter stipulated to be paid and performed by the Board of Trustees of the Ohio State University, lessee, and its successors and assigns, does hereby grant, demise, and lease unto the said lessee, its successors and assigns, the following described premises, to-wit:

Situating in the City of Columbus, County of Franklin, and State of Ohio, and more particularly described as follows:

Being seventy-two (72) feet and six (6) inches off the north end of Lot Number Eighteen (18) and part of Reserve B. of University Heights Addition to the City of Columbus, Ohio, as the same are numbered and delineated upon the recorded plat thereof, of record in Plat Book 4, page 255, Recorder's Office, Franklin County, Ohio, together with the use of the balance of the parcel known as Reserve B., and being a strip of land thirty-eight (38) feet in width and extending in a southerly direction from the south line of the premises herein specifically named to the north line of Tenth Avenue, the use of which said strip is subject, however, to the use of the lessor, and her successors and assigns, for the purpose of ingress and egress in and to the building situated on Lot 18 immediately west of said strip. The building on said premises is known as South Hall and is leased for the sole purpose of being used as a dormitory for young lady students attending Ohio State University.

To have and to hold the same, with appurtenances, unto the said lessee, its successors and assigns, for and during the full term of ten (10) years next ensuing from the 1st day of September in the year of our Lord nineteen hundred and twenty-four and to be fully completed and ended on the 31st day of August, in the year of our Lord nineteen hundred and thirty-four;

Yielding and paying therefor, during the said term, the sum of Fifty Thousand (\$50,000.00) Dollars, payable in annual installments of Five Thousand (\$5,000.00) Dollars each, on the 1st day of September of each and every year during the continuance of this lease.

And said lessee, for itself and for its successors and assigns, does hereby covenant and agree with said lessor, her successors and assigns, that it will pay said rents, in manner aforesaid, unless said premises shall be destroyed or rendered untenable by fire or

unavoidable accident; that it will not do or suffer any waste therein, nor use said premises for any unlawful purpose, nor assign this lease, nor underlet said premises, nor any part thereof, except for dormitory purposes, without the written consent of said lessor, and that at the end of said term it will deliver up said premises in as good order and condition as they now are, or may be put by said lessor, reasonable use and ordinary wear and tear thereof, and damage by fire and other unavoidable casualty, condemnation or appropriation excepted.

Provided, however, that if said rent, or any part thereof, shall remain unpaid for 30 days after it shall become due, and without demand made therefor; or if said lessee shall assign this lease, or underlet said leased premises, except for the purposes as herein named, or any part thereof, or if said lessee's interest therein shall be sold under execution or other legal process, without the written consent of said lessor, her successors and assigns, first had; or if said lessee or its successors or assigns shall fail to keep any of the other covenants of this lease, it shall be lawful for said lessor, her successors or assigns, into said premises to re-enter, and the same to have again, re-possess and enjoy, as in first and former estate; and thereupon this lease and everything herein contained on the said lessor's behalf to be done and performed, shall cease, determine, and be utterly void.

As a part of the consideration for said lease, it is mutually understood and agreed by the parties hereto that the lessee, during the continuance of this lease, shall make, at its own cost and expense, all inside repairs, changes and improvements, of every nature and description, that may be necessary in connection with the use and occupancy of the building on said premises, and that the lessor, at her own expense, shall make all outside changes, repairs, and improvements that may be necessary in connection therewith.

It is further understood and agreed that the said lessee shall have full and complete control and jurisdiction over said premises, and the said building, free from every interference from the said lessor, her successors, assigns, or representatives.

It is further understood and agreed that until the completion of the said repairs, improvements, and replacements that are to be made on said premises by the said lessee, the said lessee shall retain from the first year's rental a sum not exceeding \$1,500.00 for the payment of certain changes, improvements, and replacements, and that upon the completion of said changes, improvements, and replacements the said lessee shall submit to the lessor an itemized statement of costs of such changes, improvements, and replacements and if any balance remains in the \$1,500.00 set aside for this purpose the balance shall be paid over to the said lessor.

And said lessor, for herself and for her successors and assigns, covenants and agrees with the said lessee, its successors and assigns, that said lessee paying the rents and observing and keeping the covenants of this lease on its part to be kept, shall lawfully, peaceably, and quietly hold, occupy, and enjoy said premises, during said term, without any let, hindrance, ejection, or molestation by said lessor, or her successors or assigns, or any person or persons lawfully claiming under them.

In Witness Whereof, the said lessor and lessee, the Board of Trustees of the Ohio State University, have hereunto set their hands

on the second day of September, in the year of our Lord nineteen hundred and twenty-four.

Signed and acknowledged
in presence of:

(Signed)

(Signed) GERALDINE D. COCKELL	MARTHA ISABELLE COCKELL,
(Signed) VIVIAN C. CRAVEN	Trustee.
(Signed) PERRY B. COCKELL	The Board of Trustees
(Signed) HARVEY COCKELL	of Ohio State University, by
(Signed) INA D. SHIRK	(Signed) W. O. THOMPSON, Pres.
(Signed) KATHARINE C. TAYLOR	(Signed) CARL E. STEEB, Secy.

State of Ohio, Franklin County, ss:

Be It Remembered, That on the second day of September, in the year of our Lord nineteen hundred and twenty-four, before me a Notary Public in and for said county, personally came Martha I. Cockell, Trustee, one of the parties named in the foregoing lease, and acknowledged the signing thereof to be her voluntary act and deed.

In Testimony Whereof, I have hereunto subscribed my name, and affixed my official seal on the day and year aforesaid.

(Signed) CHAS. A. KUNTZ,

Notary Public, Franklin County, Ohio.

State of Ohio, Franklin County, ss:

Be It Remembered, That on the 6th day of September, 1924, before me a Notary Public in and for said county, personally came the Board of Trustees of the Ohio State University, by W. O. Thompson, its President, and Carl E. Steeb, its Secretary, by resolution of the Board of Trustees duly authorized, one of the parties to the foregoing lease, and acknowledged that as such officers they signed the foregoing lease, and that the signing and execution of the same was the voluntary act and deed of said Board of Trustees and of themselves as such officers, for the uses and purposes therein mentioned.

In Testimony Whereof, I have hereunto subscribed my name, and affixed my official seal on the day and year aforesaid.

(Signed) CHAS. A. KUNTZ,

Notary Public, Franklin County, Ohio.

Upon motion, said lease was approved and ordered executed by the President of the University and the Secretary of the Board.

* * * * *

The Secretary presented the following extras to contracts as recommended by the University Architect and State Architect, and upon motion, said extras were approved:

Medical Science Building

Paul L. Gilmore, Electrical Contract.....	\$ 155.10
Boyajohn & Barr, General Contract.....	390.00
The Veehorn & Osterfeld Plbg. Co., Heating and Plumbing.....	229.00

Journalism Building

D. W. McGrath & Sons, General Contract.....	485.17
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Administration Building

Electric Power & Equipment Company, Electrical Contract.....	239.93
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Bridge Approach

E. H. Latham Co., General Contract.....	1,105.00
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Commerce Building

E. H. Cobb, Electrical Contract.....	382.00
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Greenhouse No. 9

Am. Greenhouse Mfg. Co., General Contract.....	116.80
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The Secretary presented the following report from the University Architect, and upon motion Greenhouse No. 9 was accepted and the Architect was directed to prepare the final estimate in payment of this contract.

September 4, 1924.

Mr. C. E. Steeb, Secretary,
Board of Trustees,
Ohio State University.

Dear Sir—The American Greenhouse Manufacturing Company have completed the Greenhouse No. 9 and I am recommending that the Board of Trustees authorize the University Architect to prepare the final estimate for this structure.

Respectfully submitted,

(Signed) JOS. N. BRADFORD,
University Architect.

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The Secretary presented the following report of the Cabinet dated September 2, 1924:

CABINET MINUTES

September 2, 1924.

The Cabinet met in the office of the Secretary at one o'clock.

Present: President Thompson, Messrs. Bradford, McCracken, and Steeb.

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In accordance with advertisement, the following bids were opened and read in public:

ENGINEERING EXPERIMENT STATION

General Contract

Boyajohn & Barr.....	\$184,000.00
E. Elford.....	164,700.00
Robert H. Evans.....	164,100.00
Moran Construction Company.....	188,983.00
E. H. Latham Company.....	183,300.00
D. W. McGrath.....	138,500.00
Middle States Construction Company.....	139,989.00
Ed S. Moore & Sons.....	177,000.00

Heating and Plumbing

Huffman-Wolfe Company.....	\$ 31,200.00
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Electrical Contract

Hughes-Peters	\$ 4,600.00
Paul Gilmore.....	4,080.00
Central Ohio Electric.....	6,500.00
Electric Power Equipment Company.....	5,279.00
Northern Electric Company.....	3,960.00

ALTERNATE BIDS

1. Hauserman or steel partitions omitted.	
Boyajohn & Barr.....	\$ 4,850.00
E. Elford	4,800.00
Robert H. Evans.....	4,410.00
Moran Construction Company.....	4,707.00
E. H. Latham Company.....	5,090.00
D. W. McGrath.....	4,400.00
Middle States Construction Company.....	5,090.00
Ed S. Moore & Sons.....	4,400.00
2. Omitting removable floors.	
Boyajohn & Barr.....	\$ 2,000.00
E. Elford	1,600.00
Robert H. Evans.....	2,000.00
Moran Construction Company.....	1,338.00
E. H. Latham.....	3,305.00
D. W. McGrath.....	900.00
Middle States Construction Company.....	1,590.00
Ed S. Moore & Sons.....	1,500.00
3. Fourth floor partition and mastic flooring omitted.	
Plumbing fixtures and radiators omitted.	
Huffman-Wolfe Company.....	\$ 1,100.00
Boyajohn & Barr.....	4,000.00
E. Elford.....	3,300.00
Moran Construction Company.....	4,466.00
E. H. Latham.....	4,715.00
D. W. McGrath.....	3,500.00
Middle States Construction Company.....	4,195.00
Ed S. Moore & Sons.....	3,500.00

ANIMAL HUSBANDRY BUILDING

General Contract

S. J. Isabel.....	\$160,000.00
E. Elford	143,000.00
Robert H. Evans.....	159,000.00
Moran Construction Company.....	169,594.00
E. H. Latham.....	158,645.00
D. W. McGrath.....	133,500.00
Middle States Construction Company.....	144,500.00

Heating and Plumbing

Huffman-Wolfe	\$ 29,530.00
Samuel A. Esswein.....	29,780.00

Electrical Contract

Hughes-Peters	\$ 2,865.00
Paul Gilmore.....	3,020.00
Central Ohio Electric Company.....	3,300.00
Electric Power Equipment Company.....	3,292.00
Northern Electric Company.....	2,945.00

Plastering Contract

D. W. McGrath.....	\$ 13,400.00
Stearn Plastering Company.....	13,980.00

ALTERNATE BIDS

1. If two small wings are omitted—deduct.	
Hughes-Peters	\$ 168.00
Paul Gilmore.....	75.00
Central Ohio Electric Company.....	100.00
Electric Power Equipment Company.....	91.00
Northern Electric Company.....	25.00
Huffman-Wolfe Company.....	1,090.00
Samuel A. Esswein.....	1,200.00
S. J. Isabel.....	8,200.00
E. Elford	13,600.00
Robert H. Evans.....	12,500.00

Moran Construction Company.....	10,466.00
E. H. Latham Company.....	16,163.00
D. W. McGrath.....	12,000.00
Middle States Construction Company.....	9,000.00
2. If amphitheater is omitted—deduct.	
Hughes-Peters	\$ 300.00
Paul Gilmore.....	700.00
Central Ohio Electric Company.....	200.00
Electric Power Equipment Company.....	278.00
Northern Electric Company.....	100.00
Huffman-Wolfe	6,000.00
Samuel A. Esswein.....	5,000.00
S. J. Isabel.....	25,600.00
E. Elford	44,000.00
Robert H. Evans.....	47,000.00
Moran Construction Company.....	31,024.00
E. H. Latham Company.....	53,838.00
D. W. McGrath.....	35,500.00
Middle States Construction Company.....	32,000.00
Stearn Plastering Company.....	940.00
3. Indiana Oolitic Limestone instead of Cast Stone.	
S. J. Isabel.....	\$ 5,650.00
E. Elford	7,000.00
Robert H. Evans.....	4,000.00
Moran Construction Company.....	7,679.00
E. H. Latham.....	8,690.00
D. W. McGrath.....	2,000.00
Middle States Construction Company.....	2,200.00
4. Wood sash instead of metal sash.	
S. J. Isabel.....	\$ 3,000.00
E. Elford	2,000.00
Robert H. Evans.....	3,500.00
Moran Construction Company.....	3,863.00
E. H. Latham.....	1,994.00
D. W. McGrath.....	2,000.00
Middle States Construction Company.....	3,200.00
5. Temperature Regulation.	
Huffman-Wolfe	\$ 2,680.00
Samuel A. Esswein.....	2,500.00

EDUCATION BUILDING

General Contract

S. J. Isabel.....	\$280,000.00
Boyajohn & Barr.....	319,000.00
E. Elford	279,000.00
Robert H. Evans.....	288,200.00
Moran Construction Company.....	314,537.00
E. H. Latham.....	326,678.00
D. W. McGrath.....	269,000.00

Heating and Plumbing

Huffman-Wolfe	\$ 43,700.00
Samuel A. Esswein.....	44,644.00

Electrical Contract

Hughes-Peters	\$ 7,360.00
Paul Gilmore.....	8,084.00
Central Ohio Electric Company.....	10,000.00
Electric Power Equipment Company.....	8,900.00
Northern Electric Company.....	6,091.00

Marble and Terrazzo

D. W. McGrath.....	\$ 17,500.00
Ardit Company.....	19,000.00
Wege Marble & Tile Company.....	18,646.00

ALTERNATE BIDS

1. Addition.

Hughes-Peters	\$ 150.00
Paul Gilmore.....	165.00
Central Ohio Electric Company.....	150.00
Electric Power Equipment Company.....	135.00
Northern Electric Company.....	100.00
Huffman-Wolfe	1,400.00
Samuel A. Esswein.....	1,280.00
S. J. Isabel.....	20,644.00
Boyajohn & Barr.....	19,000.00
E. Elford	16,000.00
Robert H. Evans.....	18,912.00
Moran Construction Company.....	10,513.00
E. H. Latham.....	22,318.00
D. W. McGrath.....	17,921.00
Ardit Company.....	97.00

2. Addition.

Hughes-Peters	\$ 80.00
Paul Gilmore.....	75.00
Central Ohio Electric Company.....	150.00
Electric Power Equipment Company.....	184.00
Huffman-Wolfe	950.00
Samuel A. Esswein.....	900.00
S. J. Isabel.....	8,841.00
Boyajohn & Barr.....	14,500.00
E. Elford	13,000.00
Robert H. Evans.....	10,791.00
Moran Construction Company.....	11,083.00
E. H. Latham.....	14,608.00
D. W. McGrath.....	12,500.00

3. If bronze doors and frames are used on S. & W. entrances—add.

E. Elford	\$ 2,500.00
Robert H. Evans.....	2,500.00
Moran Construction Company.....	1,810.00
E. H. Latham.....	1,771.00
D. W. McGrath.....	2,500.00

4. Substitute Indiana Oolitic Limestone for Cast Stone.

S. J. Isabel.....	\$ 6,000.00
E. Elford	7,000.00
Robert H. Evans.....	6,000.00
Moran Construction Company.....	18,000.00
E. H. Latham.....	20,983.00
D. W. McGrath.....	2,000.00

5. Temperature Regulation.

Huffman-Wolfe	\$ 3,640.00
Samuel A. Esswein.....	3,700.00

Combined Proposal: Education Building, Animal Husbandry Building, and Engineering Experiment Station Building

Paul Gilmore.....	\$ 14,870.00
Central Ohio Electric Company.....	18,000.00
Electric Power Equipment Company.....	17,350.00
Northern Electric Company.....	12,625.00
Huffman-Wolfe	99,690.00
E. Elford	578,700.00
Robert H. Evans.....	605,800.00
E. H. Latham.....	661,938.00
D. W. McGrath.....	537,500.00

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The bids were referred to the State Architect and the University Architect for tabulation and report to the Board of Trustees September 6, 1924.

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9-6-'24

The Secretary presented the following report from the State Architect and the University Architect covering the bids received for the construction of an Education Building, an Engineering Experiment Station Building, and an Animal Husbandry Building:

Columbus, Ohio, September 3, 1924.

Mr. C. E. Steeb, Secretary,
Board of Trustees,
Ohio State University,
Columbus, Ohio.

Dear Sir—From an examination of the bids received September 2, 1924, for the construction of an Education Building, an Engineering Experiment Station Building, and an Animal Husbandry Building, the following report and recommendations are submitted to the Board of Trustees for their consideration and action.

(1st)	Separate and combined bids were received for the above named buildings.	
(2nd)	Of the eight bids received for the General Contract, the combined bid for the three buildings submitted by D. W. McGrath & Sons was the lowest, being.....	\$537,500.00
(3rd)	Of the two bids received for the Heating and Plumbing Contract, the combined bid for the three buildings, submitted by the Hufman-Wolfe Company was the lowest, being	99,690.00
(4th)	Of the five bids received for the Electrical Contract, the combined bid for the three buildings, submitted by the Northern Electric Company was the lowest, being.....	12,625.00
(5th)	Of the two bids received for the Plastering Contract for the Animal Husbandry Building, that of D. W. McGrath & Sons was the lowest, being.....	13,400.00
(6th)	Of the three bids received for the Marble and Terrazzo Contract for the Education Building, that of D. W. McGrath & Sons was the lowest, being.....	17,500.00
(7th)	A number of Alternate items were included in the bids for each of the three buildings. Of these alternate items, the following are recommended to the Board of Trustees for approval:	
	“A” For the Education Building, Alternate No. 4, substituting Bedford Limestone for Cast Stone, results in a reduction of.....	\$2,000.00
	“B” For the Engineering Experiment Station Building, Alternate No. 1, omitting Hauserman partitions, a reduction of.....	4,400.00
	Alternate substituting Bedford Limestone for Cast Stone, a reduction of.....	1,400.00
	Total.....	\$ 5,800.00
	“C” For the Animal Husbandry Building, Alternate No. 3, substituting Indiana Limestone for Cast Stone, a reduction of.....	\$ 2,000.00
	Alternate No. 4, substituting wood sash for metal, a reduction of.....	2,000.00
	Total deductions for Alternates.....	\$ 11,800.00

SUMMARY

Combined General Contract for all three buildings—	
D. W. McGrath & Sons.....	\$537,500.00
Total deductions for Alternate items.....	11,800.00
	<hr/>
	\$525,700.00
Plastering Contract for Animal Husbandry Building—	
D. W. McGrath & Sons.....	\$ 13,400.00

Marble and Terrazzo Contract for Education Building—	
D. W. McGrath & Sons.....	\$ 17,500.00
Total of D. W. McGrath & Sons' bids.....	\$556,600.00
Combined Heating and Plumbing Contract for all three buildings—	
The Huffman-Wolfe Company.....	\$ 99,690.00
Combined Electrical Contract for all three buildings—	
Northern Electric Company.....	\$ 12,625.00
Grand Total.....	\$668,915.00
Total of Architect's Estimated Cost.....	\$673,500.00
Total of bids below the Architect's Estimate.....	\$ 4,585.00

From the above examination of bids received, we find that all bids comply with all requirements, therefore, it is recommended to the Board of Trustees that the above named combined bids be accepted, and contracts for the three buildings be awarded as follows:

(1st) <i>Education Building:</i>	
General Contract to D. W. McGrath & Sons.....	\$265,000.00
Marble and Terrazzo Contract to D. W. McGrath & Sons.....	17,500.00
Total	\$282,500.00
Heating and Plumbing Contract to The Huffman-Wolfe Company	\$ 41,640.00
Electrical Contract to the Northern Electric Company....	\$ 5,941.00
(2nd) <i>Engineering Experiment Station Building:</i>	
General Contract to D. W. McGrath & Sons.....	132,200.00
Heating and Plumbing Contract to the Huffman-Wolfe Company	29,816.00
Electrical Contract to the Northern Electric Company....	3,834.00
(3rd) <i>Animal Husbandry Building:</i>	
General Contract to D. W. McGrath & Sons.....	128,500.00
Plastering Contract to D. W. McGrath & Sons.....	12,400.00
Total	\$141,900.00
Heating and Plumbing Contract to the Huffman-Wolfe Company	\$ 28,234.00
Electrical Contract to the Northern Electric Company....	2,850.00
Contractors' Grand Total of Contracts.....	\$668,915.00
Architect's Grand Total of Estimated Costs.....	\$673,500.00

Respectfully submitted,

(Signed) HERBERT B. BRIGGS, (Signed) JOS. N. BRADFORD,
State Architect and Engineer. *University Architect.*

NOTE—It may be of interest to note that the combined bids resulted in a savings as follows:

General Contract	\$3,500.00
Heating and Plumbing Contract.....	4,740.00
Electric Contract	371.00
Total	\$8,611.00

* * * * *

Upon motion, it was unanimously agreed to take advantage of the combined proposals as detailed in the above report, and the Secretary was directed to prepare contracts as recommended by the Architects, as follows:

Education Building

General Contract, D. W. McGrath & Sons.....	\$265,000.00
Marble and Terrazzo Contract, D. W. McGrath & Sons.....	17,500.00
Total	\$282,500.00
Heating and Plumbing Contract, The Huffman-Wolfe Company...	\$ 41,640.00
Electrical Contract, The Northern Electric Company.....	5,941.00

Engineering Experiment Station Building

General Contract, D. W. McGrath & Sons.....	\$182,200.00
Heating and Plumbing Contract, The Huffman-Wolfe Company...	29,816.00
Electrical Contract, The Northern Electric Company.....	3,834.00

Animal Husbandry Building

General Contract, D. W. McGrath & Sons.....	\$128,500.00
Plastering Contract, D. W. McGrath & Sons.....	13,400.00

Total	\$141,900.00
Heating and Plumbing Contract, The Huffman-Wolfe Company...	28,234.00
Electrical Contract, The Northern Electric Company.....	2,850.00
* * * * *	*

The Secretary presented the following report from the Architects on the bids received for the President's residence:

Mr. C. E. Steeb, Secretary,
Board of Trustees,
Ohio State University.

Dear Sir—From an examination of the bids received, September 2, 1924, for the construction of a President's Residence, we find that the bids are in excess of the Architect's Estimated Cost.

The total of the lowest bids received is as follows:

General Contract.....	\$ 89,000.00
Plumbing and Heating Contract.....	15,900.00
Electrical Contract.....	1,620.00

Total	\$106,520.00
Architect's Estimated Cost.....	\$ 87,393.00

Bids in excess of Estimated Cost..... \$ 19,127.00

It is recommended to the Board of Trustees, that all bids be rejected and redesigned plans be prepared for this building.

Respectfully submitted,
 (Signed) HERBERT B. BRIGGS,
State Architect and Engineer.
 (Signed) JOS. N. BRADFORD,
University Architect.

Upon motion, the recommendation of the Architects was approved, all bids were rejected, and the Architect was instructed to redesign plans for the President's Residence to cost complete not to exceed \$65,000.00.

Upon motion, it was ordered that \$25,000.00 of the amount set aside for the President's Residence be cancelled and transferred to the Reserve Building Fund.

Upon recommendation of the President, the Cabinet was authorized to secure bids and award contract for stacks for the Library room in the Commerce Building, approximate cost \$15,000.00, to be payable from the Reserve Building Fund.

Thereupon, the Board adjourned to meet Saturday, October 4, 1924, 9:30 a. m., at the University.

Attest:
(Signed) CARL E. STEEB, (Signed) L. E. LAYBOURNE,
Secretary. *Vice-Chairman.*

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Dayton, Ohio, October 3, 1924.

The Board of Trustees met at Dayton, Ohio, 7:30 p. m., pursuant to call of the Chairman.

Present: C. F. Kettering, Chairman; L. E. Laybourne, John Kaiser, Mrs. Alma Paterson, B. F. McCann, O. E. Bradfute.

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Upon recommendation of the President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
R. W. Gardner	Co. Agr. Agent	Oct. 1, 1924	\$3,000.00
G. F. Henning	Co. Agr. Agent	Oct. 1, 1924	2,800.00
Besse C. Neef	Stenographer	Oct. 7, 1924	1,200.00
M. V. Bailey	Co. Agr. Agent	Sept. 30, 1924	3,000.00
C. C. Lang	County Club Leader	Oct. 15, 1924	2,650.00
<i>College of Agriculture</i>			
Dalton D. Dowds	Graduate Assistant, Dept. Animal Husb.	June 30, 1924	500.00
Harold F. Thayer	Graduate Assistant, Dept. Farm Crops	June 30, 1924	500.00
<i>College of Arts, Philosophy, and Science</i>			
Charles G. Fulkerson	Assistant, English	Oct. 1, 1924	500.00
S. Falk	Instructor, English	Oct. 1, 1924	2,000.00
Whittier Burnet	Instructor, English	Oct. 1, 1924	1,800.00
Verona M. Dollinger	Instructor, English	Oct. 1, 1924	1,800.00
Floy Winks	Assistant, English	Oct. 1, 1924	500.00
Julio H. Valdes	Asst., Romance Lang.	Oct. 1, 1924	2,000.00
<i>College of Commerce and Journalism</i>			
Malvern B. Buchanan	Assistant, Economics	Autumn Quarter	500.00
<i>College of Education</i>			
George E. Carrothers	Prof., School Admr.	Summer Quarter 1925	750.00
Mildred Mae Dennis	Stenographer	Sept. 8, 1924	960.00
Lura B. Chamblin	Stenographer	Aug. 31, 1924	960.00
Louise N. Postle	Stenographer	Sept. 15, 1924	960.00
<i>College of Engineering</i>			
Parker Z. Bloser	Student Asst., Dept. Astronomy	Oct. 1, 1924	480.00
George Wm. Pratt	Asst., Dept. Elec. Engr.	Oct. 1, 1924	200.00
Frederick E. Frey	Grad. Asst., Chemistry	Autumn Quarter	500.00
Melville L. Wolfrom	Grad. Asst., Chemistry	Autumn Quarter	500.00
<i>College of Medicine</i>			
Marion Emery	Supervising Nurse	Oct. 1, 1924	1,200.00
<i>Military Science</i>			
Carlisle B. Cox	Asst. Prof., Mil. Science	Sept. 16, 1924	250.00
James A. Code	Asst. Prof., Mil. Science	June 7, 1924	250.00
G. L. Townsend	Prof., Mil. Science and Commandant of Cadets	Aug. 1, 1924	500.00
<i>Operation and Maintenance</i>			
Fred M. Dustman	Painter	Aug. 31, 1924	1,260.00
William Jones	Janitor	Sept. 13, 1924	1,080.00
Bert Faught	Laundrerer	Aug. 31, 1924	900.00

10-3-'24

Stores and Receiving

Kenneth Edgar	Laborer	Aug. 31, 1924	1,080.00
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University Hospital

Mary E. Carter	Dishwasher	Aug. 31, 1924	600.00
Jane Sumner	Dishwasher	Aug. 31, 1924	540.00

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Upon recommendation of the President, the following appointments were made and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
John S. Crossman	Assistant Editor	Oct. 1, 1924	2,000.00
Eunice Teal	To be paid from Smith-Lever Funds, Project No. 1 A. Home Demon. Agent, Montgomery County	Sept. 1, 1924	2,100.00
	Smith-Lever Funds.....	\$104.16	
	Montgomery County Funds....	54.17	
	Farm Bureau Funds.....	16.67	
		\$175.00	
C. C. Lang	Automobile Maintenance.....	\$600.00	
	Asst. State Leader, Boys' and Girls' Clubs	Oct. 16, 1924	3,200.00
Harold F. Thayer	To be paid from Smith-Lever Funds, Project No. 4. County Agr. Agent, Fairfield County	Oct. 8, 1924	2,500.00
	State Offsetting Funds.....	\$133.33	
	Fairfield County Funds.....	75.00	
		\$208.33	
Banks Collings	Automobile Maintenance.....	\$600.00	
	County Agr. Agent, Mercer County	Oct. 1, 1924	2,500.00
	State Offsetting Funds.....	\$133.33	
	Mercer County Funds.....	75.00	
		\$208.33	
M. V. Bailey	Automobile Maintenance.....	\$600.00	
	Asst. Prof., Soils Extension	Oct. 1, 1924	3,200.00
Thomas H. Johnson	To be paid from Smith-Lever Funds, Project No. 3 H. County Agr. Agent, Athens County	Oct. 1, 1924	2,200.00
	Smith-Lever Funds.....	\$133.33	
	Athens County Funds.....	50.00	
		\$183.33	
	Automobile Maintenance.....	\$600.00	
<i>College of Agriculture</i>			
Walter R. Krill	Grad. Asst., Animal Husb.	Oct. 1, 1924	500.00
John Russell Kimber	Grad. Asst., Animal Husb.	Oct. 1, 1924	500.00
Robert Wallace Gerdel	Grad. Asst., Farm Crops	Oct. 1, 1924	500.00
Ray Thomas Everly	Student Asst., Botany	Oct. 1, 1924	300.00
Jesse D. Miller	Student Asst., Botany	Oct. 1, 1924	300.00
L. Maybelle Cornell	Instr., Home Economics	Oct. 1, 1924	2,200.00
Elizabeth C. Cooley	Instr., Home Economics	Oct. 1, 1924	1,500.00
Mary Ann Graber	Stud. Asst., Home Econ.	Oct. 1, 1924	15.00 mo.
Mary A. Blanchard	Grad. Asst., Home Econ.	Oct. 1, 1924	75.00 mo.
Frances Mathias	Grad. Asst., Home Econ.	Oct. 1, 1924	33.33 mo.
Dorothy South	Grad. Asst., Home Econ.	Oct. 1, 1924	33.33 mo.
Leona R. Peckham	Grad. Asst., Home Econ.	Nov. 1, 1924	70.00 mo.
<i>College of Arts, Philosophy, and Science</i>			
Elmer James McCue	Grad. Asst., English	Autumn Quarter	500.00
Nelson Budd	Grad. Asst., English	Autumn Quarter	500.00
Helen Pond	Grad. Asst., English	Autumn Quarter	500.00

Josephine Bye	Grad. Asst., English	Autumn Quarter	500.00
Lily Schindelman	Grad. Asst., English	Autumn Quarter	500.00
Bert Emsley	Instructor, English	Autumn Quarter	1,800.00
Clyde Shields Nesbitt	Instructor, English	Autumn Quarter	1,800.00
T. R. Wiley	Asst., Romance Lang.	Oct. 1, 1924	1,800.00
Erwin Naujoks	Student Asst., Geology	Sept. 29, 1924	100.00
Robert G. Earl	Stud. Asst., Amer. History	Oct. 1, 1924	250.00
Walter T. Wirthwein	Instr., European History	for Autumn, Winter, and Spring Quarters	
		Oct. 1, 1924	500.00
		for 3 months only	
Mildred Williams	Stenographer	Sept. 15, 1924	960.00
<i>College of Commerce and Journalism</i>			
Elizabeth Long	Lecturer, Sociology	Oct. 1, 1924	700.00
		for Winter and Spring Quarters	
N. K. Teeters	Reader, Sociology	Oct. 1, 1924	150.00
Grace Richmond	Reader, Sociology	Oct. 1, 1924	150.00
Eldon R. Young	Asst., Economics	Oct. 1, 1924	500.00
Hilda Guth	Stenographer	Sept. 24, 1924	80.00 mo.
<i>College of Education</i>			
Mary Newton	Stenographer	Sept. 8, 1924	1,020.00
Eleanor L. Kohn	Stenographer	Sept. 4, 1924	960.00
<i>College of Engineering</i>			
Richard S. Buck, Jr.	Instr., Architecture	Oct. 1, 1924	2,000.00
Henry Isaac Raymond	Student Asst., Astronomy	Oct. 1, 1924	480.00
Robert John Mathias	Asst., Mech. Engr.	Sept. 29, 1924	1,200.00
		Special contract for 9 months, Sept. to June	
Garrett D. Ehrhardt	Stud. Asst., Engr. Draw.	Oct. 1, 1924	300.00
A. G. Conrad	Asst., Elec. Engr.	Oct. 1, 1924	200.00
Hollis Glenn Bell	Stud. Asst., Chem. Engr.	Oct. 1, 1924	250.00
Geo. C. Strouse	Grad. Asst., Chemistry	Oct. 1, 1924	350.00
		for Autumn and Winter Quarters	
Theodore S. Eckert	Grad. Asst., Chemistry	Oct. 1, 1924	500.00
<i>College of Law</i>			
Pearl W. Poe	Stenographer	Sept. 1, 1924	960.00
<i>College of Medicine</i>			
Ruth DeWolf	Supervising Nurse	Oct. 1, 1924	100.00 mo.
Martha Wright	Student Nurse	Sept. 10, 1924	6.25 mo.
<i>College of Pharmacy</i>			
James M. Moore	Stud. Asst., Pharmacy	Oct. 1, 1924	200.00
William A. Morse	Stud. Asst., Pharmacy	Oct. 1, 1924	200.00
Leslie W. Reese	Stud. Asst., Pharmacy	Oct. 1, 1924	200.00
Walter C. Grudier	Stud. Asst., Pharmacy	Oct. 1, 1924	200.00
<i>Military Science</i>			
Chester A. Horne	Asst. Prof., Mil. Science	Sept. 9, 1924	250.00
Chester H. Smith	Asst. Prof., Mil. Science	Sept. 17, 1924	250.00
Arthur M. Shipp	Prof., Mil. Science and Commandant of Cadets	Aug. 1, 1924	500.00
Olga S. Krill	Stenographer	Sept. 15, 1924	960.00
<i>Library</i>			
John W. Seeley	Library Asst., (½ time)	Oct. 1, 1924	30.00 mo.
<i>University Hospital</i>			
Ottie Tinsley	Dishwasher	Sept. 1, 1924	540.00
Martha Davis	Diet Kitchen Maid	Sept. 1, 1924	600.00
<i>Dean of Women</i>			
Treva MacInnis	Stenographer	Sept. 29, 1924	1,080.00
Beatrice Babb	Stenographer	July 1 to Sept. 27	1,080.00
<i>Business Manager's Office</i>			
W. R. Kruse	Inventory Clerk	Sept. 24, 1924	1,500.00

Stores and Receiving

C. A. Starkey	Laborer	Sept. 1, 1924	1,080.00
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Operation and Maintenance

Charles H. Carter	Janitor	Sept. 15, 1924	1,080.00
Isaac Errington	Janitor	Sept. 17, 1924	1,140.00
William M. Eviston	Janitor	Sept. 1, 1924	1,140.00
Elmer L. Cavender	Electrician	Sept. 1, 1924	1,800.00

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Upon recommendation of the President, the following increases in salary were made:

Name	Title	Date Effective	Sal. increased from	to
<i>College of Agriculture</i>				
Clifford T. Conklin	Asst. Prof., An. Husb.	Oct. 1, 1924	\$3,500	\$4,200
Sylvester S. Humphrey	Instructor, Botany	Oct. 1, 1924	500	1,500
Pearl S. Williams	Grad. Asst., Botany	Oct. 1, 1924	300	500
			Autumn and Winter Quarters	
Glen W. McCuen	Prof., Agr. Engr.	Sept. 1, 1924	3,750	4,250

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Upon recommendation of the President, the following changes in title were made:

Name	Title changed from	to
Sylvester S. Humphrey	Graduate Assistant	Instructor, Botany
Pearl E. Williams	Student Assistant	Grad. Asst., Botany
Mildred Gardner	Student Assistant	Assistant, Phys. Chem.

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Upon recommendation of the President, the following revised salary roll for the Department of Romance Languages was approved for the Autumn Quarter only:

Helen Louise Weinman	Assistant	\$450.00 year
Lura M. Jewell	Assistant	450.00 to \$900.00
Dorothy Porter	Assistant	300.00 to \$1,350.00
Kathleen B. Smith	Assistant	150.00 for Quarter

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Upon recommendation of the President, the following travel was authorized, subject to the approval of the State Emergency Board, the expense to the State to include railroad fare and Pullman only:

Professor J. S. Coffey, Professor of Animal Husbandry, to attend the National Swine Show at Peoria, Illinois, September 27 to October 4, 1924.

Professor C. A. Wright, Department Electrical Engineering, to attend the Third Radio Conference to be held at Washington, D. C., October 6, 1924, the expense to be paid from Extension Service Funds.

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Upon motion, the following recommendations of the President were approved:

That the personnel of the Engineering Experiment Station Council for the year 1925 be made up as follows:

Prof. J. R. Withrow	3 years
Prof. Clyde T. Morris	3 years
Prof. D. J. Demorest	2 years
Prof. F. W. Marquis	2 years
Prof. F. C. Caldwell	1 year
Prof. Alpheus Smith	1 year

That George Valley, Extension Chemist, be given leave of absence without pay from October 1, 1924, to June 30, 1925, in order that he may attend Yale University for graduate work.

That the schedule of Dr. B. R. Buckingham, of the Bureau of Educational Research, for the year 1924-1925, be changed to Summer, Winter, and Spring Quarters; and that of Dr. P. R. Stevenson to read Summer, Autumn, and Winter Quarters.

That the sum of \$300.00 be appropriated for the year 1924-1925 for the maintenance of an automobile for the Dean of Women.

That the appropriation of \$2,500.00 for the purpose of subsidizing twenty-five critic teachers of the Columbus public schools at the rate of \$50.00 per quarter, be made.

* * * * *

The President presented a list of the Buildings which have been requested by the Departments for the coming biennium budget. After a general discussion of the entire building program, the President was requested to present to the Board at the next meeting his definite recommendations as to the buildings to be included.

* * * * *

Upon recommendation of the President, the Secretary was authorized to execute a lease with the Francis Wayland Foundation for the 2½ story brick residence known as 151 West Eleventh Avenue, to be used as a rooming house for nurses for the College of Medicine, the rental to be \$90.00 per month and the lease to be for one year.

* * * * *

Thereupon, the Board adjourned to meet October 24, 7:30 p. m., at the University.

Attest:

(Signed) CARL E. STEEB,

C. F. KETTERING,

Secretary.

Chairman.

* * * * *

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, October 25, 1924.

The Board of Trustees met at the University at 9 a. m., pursuant to adjournment.

Present: L. E. Laybourne, Vice-Chairman; John Kaiser, Mrs. Alma Paterson, O. E. Bradfute.

* * * * *

Upon recommendation of the President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

10-25-'24

Name	Title	Date Effective	Annual Rate
<i>College of Agriculture</i>			
Margaret A. Riley	Stenographer	Oct. 7, 1924	960.00
<i>College of Arts</i>			
Ruth Whatley	Asst., Romance Lang.	Oct. 1, 1924	2,000.00
Luella Wright	Stenographer	Sept. 30, 1924	960.00
<i>College of Engineering</i>			
George M. Strong	Assistant (part time) Chemistry	Nov. 1, 1924	500.00
M. M. Culver	Grad. Asst., Mathematics	Oct. 1, 1924	500.00
Mrs. Mabel Vesper	Stenographer	Nov. 1, 1924	1,020.00
Edith A. Lutz	Stenographer	Sept. 30, 1924	960.00
Mary Lahmering	Stenographer	Oct. 7, 1924	960.00
<i>Registrar's Office</i>			
Mary Warren	Asst. to Registrar	Oct. 1, 1924	85.00 mo.
<i>University Hospital</i>			
Clara Howell	Cook	Sept. 30, 1924	600.00
Roxie Bowers	Assistant Cook	Sept. 30, 1924	720.00
<i>Veterinary Medicine</i>			
Robert Millington	Groom	Sept. 30, 1924	1,200.00
<i>Operation and Maintenance</i>			
Glenn O. Davis	Painter	Sept. 30, 1924	1,200.00
Roderick Farley	Painter's Helper	Sept. 30, 1924	1,080.00
<i>Laboratory Supply Store</i>			
Arline M. Ebenhack	Clerk	Sept. 30, 1924	960.00
*	*	*	*

Upon recommendation of the President, the following appointments were made and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>College of Agriculture</i>			
Ruth Phillips	Stenographer	Oct. 7, 1924	960.00
<i>Agricultural Extension</i>			
Roderick D. Barden	Instr., Agr. Engr.	Oct. 16, 1924	2,400.00
C. J. Schollenberger	Asst., Soils (part time)	Oct. 6, 1924	1,500.00
<i>College of Arts</i>			
Chas. G. Fulkerson	Asst., Dept. English Reinstated for Autumn and Winter Quarters.	Oct. 1, 1924	500.00
Russell H. Martin	Stud. Asst., Amer. History	Oct. 1, 1924	250.00
Florence E. White	Asst., Dept. Romance Lang. (Temporary Appt.)	Oct. 1, 1924	1,650.00
<i>College of Commerce and Journalism</i>			
George E. Rinck	Asst., Bus. Organization	Oct. 1, 1924	1,800.00
Lowell K. Hanson	Reader, Dept. Economics	Oct. 1, 1924	150.00
Oliver B. Combs	Reader, Economics	Oct. 1, 1924	150.00
for Autumn and Winter Quarters			
Robt. E. Bachman	Reader, Economics	Oct. 1, 1924	150.00
Martin F. Gaudian	Reader, Economics	Oct. 1, 1924	150.00
Herbert Willett	Reader, Economics	Oct. 1, 1924	150.00
Clifford L. James	Reader, Economics	Oct. 1, 1924	150.00
Kenneth B. Johnson	Reader, Economics	Oct. 1, 1924	150.00
G. Marvin Wright	Reader, Economics	Oct. 1, 1924	150.00
Harry L. Wylie	Reader, Economics	Oct. 1, 1924	150.00
H. B. Alger	Reader, Economics	Oct. 1, 1924	150.00
William H. Belden	Reader, Bus. Organization	Oct. 1, 1924	150.00
W. R. Kaufman	Reader, Bus. Organization	Oct. 1, 1924	150.00
William M. Summers	Reader, Bus. Organization	Oct. 1, 1924	150.00
C. W. Chambers	Reader, Bus. Organization	Oct. 1, 1924	150.00
L. J. Arnold	Reader, Bus. Organization	Oct. 1, 1924	150.00

College of Education

Zoe E. Leatherman	Asst., Psychology	Oct. 1, 1924	1,800.00
Fred C. Aver	Prof., School Admr.	June 22, 1925	750.00
		1st term, Summer	Quarter only
Edgar Wm. Pahlow	Prof. of Education, Dept. Principles of Education	July 1, 1925	4,500.00
		Summer, Autumn, and Winter	Quarters only
Adelaide M. Ayer	Asst. Prof. of Education, Principles of Education	June 22, 1925	600.00
		1st term, Summer	Quarter only
Maxwell Chas. Otto	Prof. of Education, Dept. Principles of Education	June 22, 1925	1,500.00
		Summer	Quarter only
E. N. Henderson	Prof., Psychology	June 22, 1925	800.00
		1st term, Summer	Quarter only
A. O. Heck	Asst. Prof., Sch. Admr.	June 22, 1925	1,200.00
		Summer	Quarter only
Teresa Daugherty	Stenographer, Appointment Committee	Sept. 16, 1924	80.00 mo.

College of Engineering

Frank G. Keenan	Grad. Asst., Chemistry	Nov. 1, 1924	445.00
Gerald P. Seeger	Stud. Asst., Engr. Draw.	Oct. 1, 1924	300.00
William C. McCoy	Grad. Asst., Mathematics	Oct. 1, 1924	500.00
Arthur E. Juve	Stud. Asst., Chemistry	Oct. 1, 1924	250.00
Wm. F. Underwood	Stud. Asst., Chemistry	Oct. 1, 1924	250.00
Ernest M. Waxbom	Stud. Asst., Chemistry	Oct. 1, 1924	250.00
Charles Clifton	Stud. Asst., Chemistry	Oct. 1, 1924	250.00
Russell Davis	Stud. Asst., Chemistry	Oct. 1, 1924	250.00
Jack Elwood Lucas	Stud. Asst., Mineralogy	Oct. 1, 1924	30.00 mo.
		for Autumn Quarter only	
Herbert H. Ross	Stud. Asst., Mineralogy	Jan. 1, 1925	30.00 mo.
		for Winter and Spring	Quarters

College of Medicine

Anthony Orthaber	Mech. in Medical Shop	Nov. 1, 1924	200.00 mo.
Jacob Rosofsky	Stud. Asst., Anatomy	Oct. 1, 1924	300.00
Kenneth E. Reighard	Stud. Asst., Anatomy	Oct. 1, 1924	300.00
Jay C. Kloefer	Part time Asst., Pathology	Oct. 1, 1924	150.00
Edward H. Wilson	Asst., Surgery	Nov. 1, 1924	No Salary

Library

Mildred Hindman	Library Asst., ½ time	Oct. 1, 1924	360.00
Mary T. Hugentugler	Library Asst.	Oct. 1, 1924	1,080.00
J. Keith Loudon	Library Asst., ½ time	Oct. 1, 1924	360.00

Physical Education

A. W. Bachman	Stud. Asst., Phys. Ed.	Oct. 1, 1924	350.00
Walter L. Pemberthy	Stud. Asst., Phys. Ed.	Oct. 1, 1924	300.00
Robert Greuninger	Asst., Phys. Ed. (part time)	Oct. 1, 1924	600.00
Phyllis E. Gauley	Stenographer	Sept. 26, 1924	960.00

Registrar's Office

Bertha A. Randall	Asst. to Registrar	Oct. 1, 1924	85.00 mo.
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University Hospital

Roxie Oden	Dishwasher & Night Cook	Oct. 1, 1924	600.00
Jeanette Caine	Assistant Cook	Oct. 1, 1924	720.00

Veterinary Medicine

Olen R. Wimer	Groom	Oct. 5, 1924	1,200.00
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Operation and Maintenance

Delmar Devese	Painter's Helper	Oct. 1, 1924	1,080.00
Edward W. Stratton	Painter	Oct. 7, 1924	1,200.00
William D. Beach	Painter	Oct. 1, 1924	1,260.00
John S. Long	Janitor	Oct. 1, 1924	1,140.00

Laboratory Supply Store

Mary E. Hirst	Stenographer	Oct. 16, 1924	960.00
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10-25-'24

Upon recommendation of the President, the following changes in salary were made:

College of Engineering

				from	to
J. Dudley Dawson	Asst., Mathematics	Oct. 1, 1924		\$500	\$1,000
<i>Library</i>					
Earl F. Brown	Library Assistant	Oct. 1, 1924		30 mo.	50 mo.
*	*	*	*	*	*

Upon recommendation of the President, the following changes to title were made:

College of Engineering

	from	to	
J. Dudley Dawson	Grad. Assistant	Asst., Math.	Oct. 1
<i>College of Medicine</i>			
Elmer G. Horton	Asst. Prof., Medicine	Prof. Pediatrics	Oct. 1
Luke V. Zartman	Instructor, Surgery	Asst. Prof., Surg.	Oct. 1
John W. Means	Instructor, Surgery	Asst. Prof., Surg.	Oct. 1

Library

Earl F. Brown	Part time Assistant	Full time Asst.	Oct. 1
*	*	*	*

Upon recommendation of the President, the following travel was authorized, subject to the approval of the State Emergency Board, the expense to the State to include railroad fare and Pullman only:

Dr. William McPherson, Dean of the Graduate School, to attend the meeting of the Association of American Universities as official delegate, to be held at Minneapolis, Minnesota, October 30 to November 1, 1924.

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Upon recommendation of the President, the following distribution of Engineering Experiment Station funds for new projects was approved:

Project No. 46—"X-Ray Analysis of Alloy Steels"—Prof. C. E. Blake..	\$ 500.00
Project No. 47—"Coal Losses in Ohio"—Prof. Harry Nold.....	250.00
Project No. 48—"Effect of Furnace Conditions upon the Load Test for Refractories"	
Project No. 49—"Study of Bonds for Spinel Refractories"	
Project No. 50—"Heat Required to Fire Ceramic Bodies" (Projects for cooperative fellowships with the U. S. Bureau of Mines) .	\$1,125.00
* * * * *	

The President reported that in accordance with the action taken at the meeting of the Board of Trustees held September 6, 1924, satisfactory adjustment has been made covering the transfer of courses and personnel from the Department of Chemistry to the Department of Chemical Engineering.

* * * * *

The Secretary presented the following applications for Virginia Military Land deeds, as recommended by Mr. Frank M. Raymund, Agent:

Quit claim deed to Hugh M. Campbell for 10 acres in first tract and 47 acres in second tract, in Madison Township, Fayette County, Ohio, Survey No. 8226.

Deed to E. F. King for 50 acres in Union Township, Highland County, Ohio, Survey No. 2398.

10-25-'24

Deed to Guy L. Zurmehly for 46 acres (except 3.56 acres) in Deerfield Township, Ross County, Ohio, Survey No. 8446-8476-9293.

Upon motion, the deeds as recommended were authorized and the Vice-Chairman was directed to execute the same.

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Upon recommendation of the President, \$1,950.00 was appropriated from the Reserve Building Fund for wiring in the new Chemistry Building.

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The President presented the budgetary requests for the University for the coming biennium. After a general discussion of the principles underlying the construction of the budget, the President was requested to complete the preparation of the budget for final action by the Board of Trustees at its meeting to be held Saturday morning, November 8, 1924.

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Thereupon, the Board adjourned to meet at call of the Chairman.

Attest:

(Signed) CARL E. STEEB, (Signed) L. E. LAYBOURNE,
Secretary. Vice-Chairman.

* * * * *

OFFICE OF THE BOARD OF TRUSTEES THE OHIO STATE UNIVERSITY

Columbus, Ohio, November 8, 1924.

The Board of Trustees met at the University at 10 a. m., pursuant to adjournment.

Present: L. E. Laybourne, Vice-Chairman; John Kaiser, Mrs. Alma Paterson, O. E. Bradfute.

* * * * *

Upon recommendation of the President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>College of Agriculture</i>			
Mary Hirst	Stenog., Coll. of Agr.	Oct. 15, 1924	\$ 480.00
<i>College of Education</i>			
Frank Hart	Prof., School Admn.	Summer Quarter 1925	900.00
Mary I. Newton	Stenographer	Oct. 31, 1924	1,020.00
<i>College of Engineering</i>			
L. R. Growden	Stud. Asst., Engr. Draw.	July 1, 1924	300.00
* * * * *			

Upon recommendation of the President, the following appointments were made and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

11-8-'24

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
George W. Timmons	County Agr. Agent, Marion County	Nov. 1, 1924	\$2,400.00
	Smith-Lever Funds.....	\$133.33	
	Marion County Funds.....	66.67	
		\$200.00	
Louise C. Fiand	Automobile Maintenance.....	\$600.00	
	Stenographer (½ time)	Oct. 16, 1924	480.00
<i>College of Agriculture</i>			
Cecelia Ryan	Stenographer (½ time)	Oct. 16, 1924	480.00
Blanche Oyler	Stud. Asst., Home Econ.	Oct. 1, 1924	15.00 mo.
R. Azelia White	Stud. Asst., Home Econ.	Oct. 1, 1924	15.00 mo.
Rachel Ewing	Stud. Asst., Home Econ.	Oct. 1, 1924	15.00 mo.
Alexander Blockhall	Herdsmen, Dept. Animal Husbandry	Nov. 1, 1924	100.00 mo.
<i>College of Commerce and Journalism</i>			
Richard C. Webster	Reader, Econ. & Soc. Geog.	Oct. 1, 1924	150.00
Josephine Lowrie	Asst., Bur. of Bus. Res.	Nov. 10, 1924	100.00 mo.
Mildred Coen	Asst., Bur. of Bus. Res.	Nov. 10, 1924	75.00 mo.
<i>College of Education</i>			
L. L. Winslow	Asst. Prof., Ind. Ed.	July 1, 1925	4,000.00
A. H. Sproul	Asst. Prof., Vocational Education	June 22, 1925	600.00
Eva Mae Luse	Asst. Prof., Principles of Education	for 1st term, Summer Quarter 1st Term, Sum. Quarter 1925	600.00
William W. Theisen	Prof., School Admn.	June 22, 1925	900.00
Elizabeth Weiffenbach	Instructor, Fine Arts	for 1st term, Summer Quarter June 22, 1925	500.00
Herbert D. Williams	Instructor, Vocational Ed. (Smith-Hughes)	for 1st term, Summer Quarter Jan. 2, 1925 for Winter Quarter	225.00
<i>College of Engineering</i>			
George D. Crumley	Stud. Asst., Engr. Draw.	Oct. 1, 1924	300.00
<i>College of Veterinary Medicine</i>			
Derwin W. Ashcraft	Instr., Vet. Anatomy	Nov. 1, 1924	2,250.00
<i>Physical Education</i>			
Irma Wormser	Part-time temporary stenographer & Clerk, Phys. Education, Women's Division	Nov. 1, 1924 (not to exceed 8 months)	30.00 mo.
*	*	*	*

Upon recommendation of the President, the following increases in salary were made:

Agricultural Extension

Mrs. Alice Bowers	Clerk, Boys' & Girls' Club	Nov. 1, 1924	from \$960	to \$1,080
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College of Commerce and Journalism

Lowell Hanson	Reader, Economics	Oct. 1, 1924 for 3 Quarters	150	300
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Physical Education

Katherine Hersey	Instructor, Phys. Educ., Women's Division	Nov. 1, 1924	2,000	2,200
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Upon recommendation of the President, the following changes in title were made:

College of Agriculture

Marion T. Meyers	from Assistant	to Instr., Farm Crops	Oct. 1, 1924
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College of Education

Robert E. Smith	Instructor	Asst. Prof., Industrial Education	July 1, 1925
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Upon recommendation of the President, the following travel was authorized, subject to the approval of the State Emergency Board, the expense to the State to include railroad fare and Pullman only:

Professor J. A. Fisher, Department of Business Organization, to attend the meeting of the Taylor Society in New York, to be held December 4 to 6, 1924.

Professor George M. Bolling, Department of Greek, to attend the annual meeting of the Managing Committee of the American School at Athens, to be held in New York May 9, 1925.

Professor F. C. Blake, Department of Physics, to attend the meeting of the American Physical Society to be held at Ann Arbor, November 28 to 29, 1924.

Mr. John Kaiser to represent the Board of Trustees at the annual meeting of the Association of Governing Boards of State Universities and Allied Institutions, to be held in Chicago, November 10 and 11, 1924.

* * * * *

Upon motion, the following recommendations of the President were approved:

That leave of absence for Professor Eldon L. Usry, Department of Industrial Education, be granted for one year, beginning with the Autumn Quarter, 1925, and that his vacation credit for two quarters be recognized as already earned, and that the Third Quarter be recognized in advance with the understanding that the proper vacation credit will be earned after his return.

That the contract for agreement between the Department of Political Science and Mr. Howard B. Calderwood, Jr., be now recognized and that his salary be paid for that contract inasmuch as there was money appropriated (\$800.00), and further that no budget provision for such an appointment be made for the coming year.

That the sum of \$50.67 be appropriated to cover the salary of Lura Bell Chamblin, stenographer in the Department of Principles of Education, for extra service to September 4th and for her two weeks' vacation.

That an additional sum of \$500.00 be appropriated for the Educational Conference to be held April 2 to 4, 1925.

That the title of the Department of Economics and Social Geography be changed to "The Department of Geography."

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11-8-'24

The President presented the following communication from the Athletic Board:

November 6, 1924.

Board of Trustees,
Ohio State University,
Columbus, Ohio.

Gentlemen—In recognition of the accomplishments of the six Ohio State athletes who have represented the United States in the 1912 and 1924 Olympic meets, the Athletic Board desires to honor these men at a public ceremony between halves of the Indiana-Ohio State football game Saturday, November 8th.

To this end, the Board has provided illuminated testimonials expressing the appreciation of the Board on behalf of the entire campus for the honor these men have done the University, as well as themselves.

In view of the fact that these men have thus brought honor to the entire University, it seems fitting and proper that the seal of the University should be used on these testimonials. The Athletic Board, therefore, respectfully requests authority for the use of the University seal on these documents, which have been prepared at considerable labor and expense.

The six men to be honored include two men who competed in the Olympic games in 1912 at Stockholm and four who competed at Paris last summer. The two 1912 men are C. Clement Cooke, broad jumper and sprinter, now residing in Columbus; and Garnet Wikoff, distance runner, also residing in Columbus.

The four 1924 men include George P. Guthrie, hurdler, whose home is in Elyria; C. Russell Payne, distance and steeple chase runner, whose home is in Cincinnati; Perry F. Martter, now of Los Angeles, but until recently of Columbus, and Harry F. Steel, of East Sparta, both wrestlers. Guthrie finished third in the final heat of the 110 meter hurdles at Paris, and Steel won the Olympic championship in the heavy-weight division. While the others did not do so well, their achievement is one of which we should be proud. It is worth noting, also, that so far as available information shows, the Ohio State University had a larger representation from its athletic teams of 1923-1924 at Paris than any other Western Conference school.

Respectfully,

(Signed) THOMAS E. FRENCH,
Pres., Athletic Board.

Upon recommendation of the President, the following resolution was adopted:

Resolved, That the Trustees approve the proposal of the Athletic Board to give public recognition to the six men from the Ohio State University who have competed in the Olympic games, and authorize the placing of the University seal upon an illuminated certificate prepared for each man.

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11-8-'24

Upon recommendation of Mr. McCracken, the contract with the Power Piping Company, of Pittsburgh, was extended to December 1, 1924.

Upon recommendation of the President, it was ordered that the fee in the College of Dentistry of \$150.00 for the current year be distributed as follows:

For deposit — \$35.00 per Quarter
For tuition — \$15.00 per Quarter

Upon motion, the following cancellations and appropriations were made from H. B. 325 Educational Building Fund:

Appropriate:
Commerce Building..... \$ 89.90
Starling-Loving Hospital..... 26.48
Cancel:
Chemistry Building Equipment..... \$ 149.97

Upon motion, the following cancellations and appropriations were made from H. B. 622 G-2 Buildings:

Appropriate:
Education Building..... \$2,426.00
Hamilton Hall..... 2,099.81
Starling-Loving Hospital..... 4,771.24
Tunnel 311.46
Cancel:
Robinson Laboratory..... \$1,000.00
Agricultural Engineering Building..... 750.00
Animal Husbandry Building..... 800.00

The President reported that the Ohio National Bank has presented to the University the marble seat now located in the atrium of the Administration Building. Upon motion, the President was directed to express to the Ohio National Bank the appreciation of the Trustees for this gift.

The President reported an annual gift from the Grasselli Chemical Company of Cleveland of \$750.00 for the support of a fellowship in the Department of Chemistry. Upon motion, the President was directed to express the appreciation of the Trustees for this gift.

Thereupon, the Board adjourned to meet November 15, 9:30 a. m., at the University.

Attest:
(Signed) CARL E. STEEB, (Signed) L. E. LAYBOURNE,
Secretary. Vice-Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, November 15, 1924.

The Board of Trustees met at the University at 10 a. m., pursuant to adjournment.

Present: L. E. Laybourne, Vice-Chairman; Egbert Mack, Mrs. Alma Paterson, John Kaiser.

11-15-'24

Upon recommendation of the President, the following resignation was accepted and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>College of Education</i>			
Paul W. Terry	Prof., School Admn.	Sum. Quar., 1925	\$1,200.00
*	*	*	*

Upon recommendation of the President, the following appointments were made and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>College of Agriculture</i>			
Esther R. Leonhardt	Stud. Asst., Botany	Oct. 1, 1924	120.00 for 4 mos. only
Phyllis E. Smith	Stud. Asst., Botany	Oct. 1, 1924	120.00 for 4 mos. only
Edward A. Silver	Asst., Agr. Engr.	Nov. 1, 1924	200.00 mo.
		for Autumn, Winter, and Spring Quarters	
<i>College of Education</i>			
Lewis Wilbur Smith	Prof., School Admn.	June 22, 1925	\$1,200.00 for Summer Quar.
*	*	*	*

Upon recommendation of the President, the following increases in salary were made:

Name	Title	Date Effective	from	to
<i>Agricultural Extension</i>				
J. C. Neff	County Agr. Agent, Franklin County	Nov. 1, 1924	\$3,000	\$3,200
Florence M. Walker	Home Dem. Agent, Franklin County	Nov. 1, 1924	2,100	2,300
*	*	*	*	*

Upon the recommendation of the President, it was agreed to pay Mr. Allen P. McManigal \$30.00 per month for services rendered in connection with the ringing of the chimes, this payment to become effective as of October 1, 1924, and to continue until June 30, 1925, payable from A-1.

Upon recommendation of the President, it was ordered that the teaching schedule of H. H. Hatcher, Instructor in the Department of English, be changed from Autumn, Winter, and Spring Quarters, to Autumn, Spring, and Summer Quarters.

Upon recommendation of the President, the following travel was authorized, subject to the approval of the State Emergency Board, the expense to the State to include railroad fare and Pullman only:

Dr. H. Shindle Wingert to attend the Annual Convention of the American Student Health Association to be held in New York City, December 26-28, 1924.

The following extras to building contracts, as recommended by the University Architect and State Architect, were approved and ordered made a part of the original contracts:

AGRICULTURAL ENGINEERING BUILDING

E. H. Latham Company

1. Construct a concrete fuel trench, Room 112.....	\$ 160.00
2. Take off 25 squares of old roof and replace with Genasco Shingles with 70' of copper flashing.....	378.00
Total	\$ 538.00

AGRICULTURAL ENGINEERING BUILDING

Huffman-Wolfe Plumbing Company

To substitute brass pipes and fittings for all plumbing service pipes less than 1" diameter for.....	\$ 175.94
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ANIMAL HUSBANDRY BUILDING

D. W. McGrath & Sons

30 cu. yds. Concrete 1-3-6 mix.....	\$ 390.00
14.57 cu. yds. Concrete 1-2-4 mix.....	262.26
11 — 4" I — 5½ I beams.....	22.70
706 Brick.....	30.80
42.5 cu. yds. Excavation.....	69.24
Total	\$ 775.00

EDUCATION BUILDING

D. W. McGrath & Sons

47.63 cu. yds. 1-2-4 mix, concrete in foundation.....	\$ 857.54
8.48 cu. yds. 1-3-6 mix, concrete in foundation.....	110.24
Two doors, third floor, including bricks, frame casing, hard- ware, and varnishing.....	197.00
Weather stripping, Room 401-A.....	6.13
	\$1,170.91

EDUCATION BUILDING

Huffman-Wolfe Plumbing Company

To install complete, with supply, waste and vent, one lavatory in Room 301; one lavatory complete, with supply, waste, and vent, in Room 324; one slop sink complete, with supply, waste, and vent, and roughing in for future equipment in Room 408, for the sum of.....	\$ 766.00
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EDUCATION BUILDING

Northern Electric Company

To furnish and install the following:	
10 additional wall plugs	
1 additional switch	
13 additional buzzers	
1 1,000-watt light outlet	
for the sum of.....	\$ 334.00

ADDITION TO MEDICAL SCIENCE BUILDING

Boyajohn & Barr

To furnish extra steel to provide for future connection:	
Structural Steel, 178.35 lbs. @ 4¢.....	\$ 71.34
Elevator door operating device, 4 sets.....	475.00
Extra excavation and concrete to make foundation safe:	
Excavation—62 cu. yds. @ \$4.00.....	248.00
Concrete—41.5 cu. yds. @ \$25.00.....	1,037.50
Cribbing	50.00
Tunnel connection:	
Excavation—27 cu. yds. @ \$4.00.....	\$108.00
Concrete—3 cu. yds @ \$22.00.....	66.00
Forms	41.25
	215.25
	\$2,097.09

ADDITION TO ROBINSON LABORATORY

D. W. McGrath & Sons

1. Construct a concrete pipe tunnel, thirty feet long, for....	\$ 212.00
2. To excavate two cu. yds. of earth @ \$2.00.....	4.00
To placing two cu. yds. concrete @ \$20.00 (foundation walls)	40.00
	<hr/> \$256.00

ADDITION TO ROBINSON LABORATORY

Huffman-Wolfe Plumbing Company

1. Install two 4" backwater valves with brass tops and the necessary 4" cast-iron pipe to connect with building drain for.....	\$ 104.43
2. Substitute brass pipe and fittings for all plumbing water service pipe less than 1" diameter for.....	78.29
	<hr/> \$ 182.72

STARLING-LOVING HOSPITAL

E. H. Latham Company

To furnish one closet in each of Rooms 12 and 13.....	\$ 32.00
One warming cabinet in Room 122; one warming cabinet between Rooms 212-213; one warming cabinet in Room 315; one warming cabinet between Rooms 322 and 323; one warming cabinet between Rooms 420-421; one warming cabinet in each of Rooms 122, 212, 315, 322, 420.....	120.00
One tile wall in Room 419.....	172.50
One cabinet in Rooms 418, 409, 410.....	139.06
One door opening between Rooms 413-414.....	36.00
One wall between columns 11-28.....	115.00
One opening cased, Room 27.....	46.50
One damper in fireplace.....	27.00
One concrete trench, Room 27.....	27.00
Enlarging pipe space, Room 22.....	21.00
Three Pyrono doors complete.....	180.00
	<hr/> \$ 916.06

STARLING-LOVING HOSPITAL

Samuel A. Esswein Plumbing Company

Changes and additions in Rooms 22, 23, 26, 27 to provide for future installation of the Kitchen and Diet Equipment for the sum of.....	\$1,092.00
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STARLING-LOVING HOSPITAL

Samuel A. Esswein Plumbing Company

To install additional plumbing as follows:	
In Room 13 and Room 414, surgeon's sink and connections for sterilizer.	
In Rooms 16, 212, 320, 425, 412, 413-A, 419, and 408, rough in for water waste and vent for sterilizers.	
In Room 122, rough in for sterilizer, bed pan washer, and change location of lavatory.	
In Rooms 217 and 327, omit clinic slop sink and rough in for sterilizers.	
In Rooms 212, 322, 315, and 420, rough in for bed pan washer (water, waste, and vent).	
In Room 419, reset sink moved from 414.	
In Room 418, install lavatory complete.	
In entrance lobby, install gas connection for fire place.	
The above work complete for the sum of.....	\$2,008.00

STARLING-LOVING HOSPITAL

Hughes-Peters Electric Corporation

To install fifteen electric outlets for sterilizers and warmers, six outlets in X-Ray Room (No. 13), change kitchen motor outlet and add one additional outlet for the sum of....	\$2,872.00
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* * * * *

12-6-'24

Thereupon, the Board adjourned to meet December 6, 9:30 a. m., at the University.

(Signed) CARL E. STEEB,
Secretary.

(Signed) L. E. LAYBOURNE,
Vice-Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, December 6, 1924.

The Board of Trustees met at the University at 10 a. m., pursuant to adjournment.

Present: L. E. Laybourne, Vice-Chairman; John Kaiser, Mrs. Alma Paterson, Egbert Mack.

* * * * *

Upon recommendation of the President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>College of Education</i>			
J. O. Engleman	Prof., School Admn.	Sum. Quar., 1925	\$ 900.00
W. G. Harding	Grad. Asst., Psychology	Dec. 1, 1924	500.00
<i>College of Engineering</i>			
Dorothy Lyford	Stenographer	Dec. 31, 1924	960.00
<i>Library</i>			
Eldra W. Hartley	Library Asst., $\frac{1}{2}$ time	Nov. 30, 1924	30.00 mo.
<i>Operation and Maintenance</i>			
Claire Elk	Stenographer	Nov. 30, 1924	1,200.00
<i>University Press</i>			
Ella Falkenbach	Library Bindery Worker	Oct. 31, 1924	988.00

* * * * *

Upon recommendation of the President, the following appointments were made and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>College of Agriculture</i>			
John D. Guthrie	Stud. Asst., Agr. Chem.	Jan. 1, 1925	\$ 50.00 mo.
<i>College of Arts</i>			
Mary M. Thomas	Stenographer	Sept. 28, 1924	960.00
<i>College of Commerce and Journalism</i>			
J. L. Morrill	Part-time Instr., Journalism	Winter Quarter	300.00 Quar.
Wm. H. Phillips	Reader, Economics	Oct. 1, 1924	150.00
<i>College of Education</i>			
Loraine L. Scholtz	Stenographer	Nov. 18, 1924	1,020.00
Carroll R. Reed	Prof., School Admn.	June 22, 1925	900.00 for 1st term, Summer Quarter
Henry Neumann	Prof., Prin. & Practice of Education	July 30, 1925	700.00 for 2nd term, Summer Quarter
Ralph Philip Boas	Asst. Prof., Prin. & Practice of Education	June 22, 1925	800.00 for 1st term, Summer Quarter
Elmer Bowers	Asst., Psychology	Dec. 1, 1924	500.00

College of Engineering

Catherine Earle	Stenographer	Nov. 1, 1924	1,020.00
Carolyn B. Hard	Stenographer	Nov. 10, 1924	960.00
Frank E. Neely	Laborer, Mech. Engr.	Nov. 28, 1924	900.00 with
(Substitute appointment during illness of George Richey)		2 wks. vacation on pay	

Library

Clarence C. Myers	Library Asst., ½ time	Dec. 1, 1924	360.00
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Operation and Maintenance

Helen J. Bowman	Stenographer	Dec. 1, 1924	1,320.00
Ernest Limes	Plumber	Nov. 1, 1924	2,100.00
Chester Potts	Janitor	Nov. 1, 1924	1,140.00
George Perkins	Janitor	Nov. 1, 1924	1,140.00
J. R. Holliday	Elevator Operator	Nov. 1, 1924	720.00
Eliz. Westenhaber	Laundress	Nov. 1, 1924	900.00
Anna Krone	Laundress	Nov. 1, 1924	780.00

University Press

Florien Weidner	Bindery Worker	Nov. 10, 1924	1,040.00
*	*	*	*

Upon recommendation of the President, the following increase in salary was made:

Dean of Women

Jessica Foster	Asst., Dean of Women	Oct. 1, 1924	from \$2,200	to \$2,500
*	*	*	*	*

Upon motion, the following recommendations of the President were approved:

That an additional stenographer, at a salary of \$80.00 per month, be authorized for the Department of Military Science.

That Professor T. G. Phillips, of the Department of Agricultural Chemistry, be given leave of absence without pay for the Winter Quarter in order that he may render some service at the College of Agriculture in New Hampshire.

That Mr. W. H. Palmer, of the Extension Service, be granted leave of absence for six months on salary, effective January 1, 1925, upon condition that he devote the time to study at the Ohio State University for a time and later at the University of Minnesota in Rural Sociology.

That Miss Wanda Przyluska, of the Extension Service, be granted leave of absence for six months on salary, effective January 1, 1925, upon condition that she spend her time at the Merrill Palmer School at Detroit in study.

That an appropriation of \$200.00 be made for the year 1924-1925 for investigation work undertaken by Professor Cecil C. North of the Department of Sociology.

That an appropriation of \$500.00 be made to provide the funds necessary to pay the volunteer members of the Cadet Band.

* * * * *

Upon recommendation of the President, the following travel was authorized, subject to the approval of the State Emergency Board, the expense to the State to include railroad fare and Pullman only:

One member of the College of Law Faculty to attend the meeting of the Association of American Law Schools to be held in Chicago, Illinois, this month.

Professor L. W. St. John and Dr. J. H. Nichols, of the Department of Physical Education, to attend the meeting of the National Collegiate Athletic Association and Allied Associations to be held in New York, December 29-31, 1924.

Dr. Gertrude Jones, Medical Adviser to Women, to attend the American Student Health Association Conference to be held in New York City, January 1-2, 1925.

Dr. J. F. Lyman, of the Department of Agricultural Chemistry, to attend the annual meeting of the American Society of Biological Chemists to be held in Washington, D. C., December 28-31, 1924.

* * * * *

Upon motion, the following appropriation was made from the balance in H. B. 325:

Addition to Medical Science Building — Electric light fixtures	\$2,600.00
* * * * *	

Upon motion, the following cancellations and appropriations were made from proceeds of H. B. 622, G-2 Buildings:

Appropriate:

Chemistry Building	\$ 256.06
Hoods in Hamilton Hall	2,900.00

Cancel:

Administration Building	\$ 984.55
Agricultural Engineering Building	595.06
Animal Husbandry Building	1,000.00
Robinson Laboratory	1,167.48
Greenhouses	28.78
* * * * *	

The Secretary reported that the lessor of South Hall, Martha Isabelle Cockell, Trustee, is about to assign said lease to the Columbian Building and Loan Company for a loan of \$50,000.00 and that it is the desire of said lessor that the University consent to such a consignment and agree to pay the rental as provided in said lease to the Columbian Building and Loan Company; the purpose of such loan being to provide funds for the remodeling of the old residence immediately adjacent to South Hall. As a protection to the University in the matter of its lease, the Trustee presented the following statement which was ordered made a part of the record of this meeting:

December 5, 1924.

To the Board of Trustees,
Ohio State University.

Gentlemen—As the owner of the property known as No. 200 West Tenth Avenue, Columbus, Ohio, upon the north end of which South Hall stands, and which I leased to you under date of September 2, 1924, for a period of ten years at a rental of \$5,000.00 per year, I hereby advise that I am remodeling and equipping the residence property on the south end of said lot for dormitory purposes, and that your Board shall have the option of leasing said building for the balance of the ten-year term covered by the lease for South Hall, provided we are able to agree upon terms and conditions.

In this connection, I wish to say that in remodeling this building and adapting it for dormitory purposes, it is my

purpose and intention to have it used exclusively for the accommodation of young lady students at the University and that at no time during the continuance of the lease for South Hall shall it be occupied or used for any other purpose.

You shall have the exclusive option of leasing this property upon such terms as we may be able to agree upon up to and including January 10, 1925.

Respectfully submitted,

(Signed) MARTHA ISABELLE COCKELL,
Trustee.

Upon motion, the President of the University and the Secretary of the Board were authorized for and in behalf of the Board of Trustees to signify the consent of the Board of Trustees to the above request.

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The Secretary reported that in the line of his regular duties as University Architect, Mr. J. N. Bradford had for good and sufficient reasons declined to approve a sample of floor covering submitted by the David E. Kennedy Company of New York for the Starling-Loving Hospital, and that as a result of this action on the part of Mr. Bradford, the David E. Kennedy Company has entered suit against him and against the E. H. Latham Company, general contractors, for damages in the amount of \$25,000.00. The Secretary was directed to request the Attorney General to render such legal assistance to Mr. Bradford as may be necessary in the case.

* * * * *

The President announced the death of Judge Benjamin F. McCann whereupon the following resolution was adopted:

The Board of Trustees of Ohio State University herewith places on record its appreciation of the character and services of Benjamin Franklin McCann and expresses its profound sorrow at his untimely death.

Benjamin Franklin McCann was born on a farm near Dresden, Muskingum County, Ohio, January 22, 1861, and received his higher education in Denison University, Granville, Ohio, where he graduated in 1886. After studying law in the office with Gunckel and Rowe of Dayton, he began the practice in Dayton, Ohio, in the year 1890. He served as prosecuting attorney from 1892 until 1899, when he was elected Probate Judge, serving two terms, covering a period of six years. He became a Trustee of Denison University in 1894 and continued in service until his death. During the large part of this period he served as Chairman of the Finance Committee and had in charge the investment of the productive funds of the institution. During these years he directed a considerable amount of money toward Denison University and gave counsel as to its method of investment and the purposes to which it should be assigned. His service with his Alma Mater was characterized by the most conscientious fidelity, a large view of the place of the Christian College in American education and an unusual interest in all matters that pertained to the welfare of students and the progress of the University.

Judge McCann was appointed a member of the Board of Trustees of Ohio State University in 1913 to succeed the Honorable O. T.

Corson and served until his death Saturday morning, November 29, 1924, at the age of 63 years.

Judge McCann very promptly caught the spirit of the Ohio State University. He had been familiar with educational matters through his Trusteeship of Denison University and a careful observer of the methods of education both in the public schools and in the colleges. The result was that he brought to the University a very genuine interest in the larger and wider field of education in which the State University must engage. He was the owner of the farm previously owned by the late J. McLain Smith of this Board of Trustees and had for years been interested in the production of pure bred live stock. His interest in agricultural education was genuine, but that interest in no way biased his judgment or interest in the other fields of education. He was not a partisan by nature. His service to the University, therefore, was characterized by an open-minded integrity and fairness, and made him a man of unusual efficiency.

The personal qualities of Judge McCann were so attractive as to make him a much beloved citizen in the city of Dayton. Among the many tributes of high appreciation occurring in the local papers an editorial written by Governor James M. Cox in the Dayton News of Sunday, November 30, 1924, associating the name of Judge McCann with four great citizens of Dayton recently deceased, says:

"The influence of the life and character of Judge McCann had wide reaches. Modest, unassuming, unselfish, the fruits of his labors were in the realm of the law, the operations of two great universities, the activities of the Y. M. C. A., local, state, national, and international, and in the homes of those whose troubles and anxieties excited his counsel and aid. He was a composite of the poetic and practical, as tender as a child in his emotions, and as brave as a lion in his moral concepts."

In every circle men speak of Judge McCann in terms of endearment, calling attention to his winning personality, his gentleness of spirit and the heroism of his courage. He was a great teacher as evidenced by the loyalty of a very large class of men in the First Baptist Church through his series of years. His services in the Board of Trustees will long be remembered as devoted to the highest ideals of education, a genuine good will toward his colleagues and all associated with him in University circles. It is fitting to say that a prince and a great man has fallen this day in Israel.

* * * * *

Upon recommendation of the President, the degree of Bachelor of Science (June 12, 1923) was conferred upon Elmer William Rebbeck, the technical point being that his work for the second year was done at the University of Pittsburgh owing to illness in the family. He has met all the requirements for the degree.

* * * * *

Upon motion, it was ordered that the following degrees for the Autumn Quarter, as recommended by the University Faculty, be authorized and granted, subject to the approval of the President:

DOCTOR OF PHILOSOPHY

Henry Gordon Hullfish, B.A. (University of Illinois), M.A.;
Dwight Munson Moore, B.S., M.S. (Denison University); William
Cave Prebus, A.B. (Miami University).

MASTER OF ARTS

Garry Eckard, A.B. in Edu. (Marshall College); Thomas Herbert Everhart, A.B., Ph.B. (Ohio Northern University); Albert Elza Gower, B.Sc. in Edu.; Hsiang Hung Li, B.A. (Cornell University); Martha McCracken, B.A.; Karl Chapman Pratt, B.A.; Harold Emerson Ryder, B.S. in Edu., M.A. (Ohio Northern University); William Keith Wilson, B.A. (Rio Grande College).

MASTER OF SCIENCE

Ralph Holmes Ferguson, B.Ch.E.; Chung Kwai Kao (Government Teachers' College); Adonis A. Mathewson, B.Sc. in Agr.

BACHELOR OF SCIENCE IN AGRICULTURE

Dean Baxter Baker, Philip Garrett Beck, Walter Lemoine Bluck, John Edwin Bradfute, A.B. (Cedarville College), Herman Jacob Brueckner, Lee Harrison Dill, Orland Charles Duke, Robert McKinley Grueninger, Harry Kauble, John Leslie McKittrick, Charles Lee Marshall, Charles Suydam Merion, Doris Spratt Stacy.

BACHELOR OF SCIENCE IN HOME ECONOMICS

Dorothea Ruth Haney, Frances Jeanette Martin, Glenna Lucile Schlitt.

BACHELOR OF ARTS

Wallace Winn Bacon, Lillian Edwards Browne (with distinction), Mildred Willis Hindman, Harriett Rea Hoffman, William Ralph Janeway, George Durkee Kingdom, Nathan Robertson Knauer, William David Lamb, William Ernest McKinley, Irma Elvira Melstrom, Lawrence Lynde Miller, Paul George Minneman, Mary Grace Monahan, Steward George Morris, Roye Clifton Munsell, Charles Archie Phillips, Emma Helen Pond, Anne Schatenstein, Evalyn Jaffe Shulman (with distinction), Roy Slentz, Charles Chapman Smith, Albert Francis Stout, Margaret Elizabeth Wilson.

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

William Francis Boland, Oliver Bert Combs, Lawrence Fulton Craig, Calvin Lloyd Donaldson, Carl Wendell Dowling, Marvin Burke Eckford, Dwight Edmond Friend, Dwight Lewis Gingery, Beatrice Louise Holland, Abraham Bernard Kling, Paul Joseph Ryan, Paul Maxwell Shepard, Russell Albert Summers, Charles Worley, Sung Ling Yao.

BACHELOR OF SCIENCE IN JOURNALISM

Frank Henry Rumble, Wilbur Evan Snypp, Raymond Daniel Trautman.

BACHELOR OF SCIENCE IN EDUCATION

Mary Blakeley, Francis Vivian Davis, Harry Glenn Denius, Esther Maurine Dolby, Etta Esakovich, Rose Finkelstein, B.A., Katherine Fromme, Glayds Irene Grace, Robert Gray, Jr., Charles Osborne Guy, Mary Luella Hoffmann, Anna Mary Jones, Dorothy Virginia King, Mabel Elizabeth Law, Bessie Leota Lyons, Robin Beatrice McIntosh, Josephine Ardelle Manny, Gladys Eleanor Marshall, Ruth Neal, Ruth Marguerite Priest, Cordelia Josephine Reussner, Pauline Snyder, Mabel Irene Thompson, Esther George Treahey, Helen Wible.

BACHELOR OF CHEMICAL ENGINEERING

Paul Oscar Holmstrom.

BACHELOR OF CIVIL ENGINEERING

Desso T. Mitchell, Frank Dewey Young, William Ingram Zuercher.

BACHELOR OF MECHANICAL ENGINEERING

Charles Isbell Cottingham.

BACHELOR OF SCIENCE IN APPLIED OPTICS

William Joseph Granfield.

JURIS DOCTOR

Maynard McClure Donaldson, B.A., B.Sc. in Bus. Adm.; Lewis Daniel Houck, A.B. (Princeton University).

BACHELOR OF LAWS

Evert E. Addison, Alva William Bachman, A.B. (Oberlin College), Lloyd Edwin Bilger, John Levitt Bodell, Leland Stanford Dougan, A.B. (Marietta College), Isidore Walton Garek, Cable Morgan Gibson, Cameron Lon Meacham, Don Randall Thomas, B.Sc. in Bus. Adm., Christian Russell Wingerd, A.B. (Ohio Northern University).

DOCTOR OF MEDICINE

Arlington Joseph Rawers, Charles Chapman Smith, Percy Barrette Wiltberger, B.Sc. in Ent., M.Sc.

BACHELOR OF SCIENCE IN PHARMACY

John Rufus Gibson.

CERTIFICATE OF PHARMACEUTICAL CHEMIST

Guy Homer Baker, Hyman Sanford Dennis, James Hammond Donovan, Maurice William Horton, Harry Miller, Francis Lesley Mills, James Mehollin Moore, Fred Bingham Warden.

* * * * *

Thereupon, the Board adjourned to meet Saturday, January 3, 1925, 9:30 a. m., at the University.

Attest:

(Signed) CARL E. STEEB, (Signed) L. E. LAYBOURNE,
Secretary. Vice-Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, January 3, 1925.

The Board of Trustees met at the University at 9:30 a. m., pursuant to adjournment.

Present: C. F. Kettering, Chairman; O. E. Bradfute, John Kaiser, Lawrence E. Laybourne, Egbert H. Mack, Mrs. Alma Paterson, Mr. Winters representing Mr. Vernon M. Riegel.

* * * * *

Upon recommendation of the President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

			1-3-'25
Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
B. R. Houser	County Agr. Agent, Harrison County	Nov. 30, 1924	\$3,000.00
Howard Rogers	County Agr. Agent, Lorain County	Dec. 31, 1924	3,000.00
D. H. Evans	County Agr. Agent, Logan County	Oct. 31, 1924	2,800.00
W. E. Stone	County Agr. Agent, Hamilton County	Dec. 31, 1924	3,000.00
Clyde F. Tom	County Agr. Agent, Clermont County	Dec. 31, 1924	2,000.00
<i>College of Agriculture</i>			
Marion Smith	Instr., Home Economics	Dec. 31, 1924	1,400.00
Katherine Bazole	Instr., Home Economics	End Autumn Quar.	1,500.00
<i>College of Arts</i>			
Mary M. Thomas	Stenographer	Dec. 31, 1924	960.00
<i>College of Medicine</i>			
Anthony Orthaber	Mechanic in Medical Shop	Dec. 31, 1924	200.00 mo.
John A. Alexander	Technician in Phys. Chem.	Nov. 1, 1924	1,000.00
<i>Physical Education</i>			
Emily Clayton	Maid, Physical Education (Women's Division)	Dec. 1, 1924	720.00
Alvin W. Bachman	Stud. Asst., Phys. Edu. (Men's Division)	Dec. 31, 1924	350.00

* * * * *

Upon recommendation of the President, the following appointments were made and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
Thelma Beall	Home Dem. Agent, Wood County	Dec. 8, 1924	2,200.00
	Smith-Lever Fund	\$104.16	
	Wood County Fund.....	79.17	
		<hr/>	
		\$183.33	
Henry R. Brinker	Automobile Maintenance.....	\$600.00	
	County Agr. Agent, Wyandot County	Jan. 1, 1925	2,400.00
	State Offsetting Funds.....	\$133.33	
	Wyandot County Funds.....	66.67	
		<hr/>	
		\$200.00	
	Automobile Maintenance.....	\$600.00	
C. F. Christian	Asst. in Agr. Extension	Dec. 8, 1924	150.00 mo.
To be paid from Non-Offsetting Funds (A-1 Salaries) Project No. 1			
Charles A. Reese	Instr. in Beekeeping, Extension Dept.	Jan. 1, 1925 to	2,000.00
		Apr. 1, 1925 only	
<i>College of Agriculture</i>			
Archie Bishop	Instr., Animal Husbandry	Jan. and Feb. Winter Course	200.00 mo.
John Lengacher	Instr., Dairying	Jan. and Feb. Winter Course	200.00 mo.
Emerson George	Instr., Dairying	Jan. and Feb. Winter Course	200.00 mo.
(These three Instructors' salaries to be paid from A-3)			
<i>College of Arts</i>			
Dorothy Lyford	Stenographer	Jan. 1, 1925	960.00

College of Commerce and Journalism

Nelson J. Neubig	Secy., Extension Service	Oct. 15, 1924 to June 30, 1925	600.00
W. J. Blackburn	Assistant, Sociology	Winter Quar., 1925	500.00 Quar.
Special contract for the Quarter			

College of Education

Virginia Kaufman	Reader, History of Edu.	Dec. 1, 1924	90.00 Quar.
Elizabeth C. Joyce	Asst., Fine Arts	Jan. 1, 1925	750.00 for Winter and Spring Quarters

College of Engineering

Joseph F. Haskins	Asst. Prof., Chemistry	June, 1925	750.00 for Sum. Quar.
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College of Medicine

Frank F. Schmidt	Assistant in Surgery	Jan. 1, 1925	No Salary
Rhea Horner	Student Nurse	Nov. 1, 1924	6.25 mo.
E. L. Dunn	Technician, Phys. Chem.	Jan. 1, 1925	1,000.00
Oscar M. Peterson	Mechanic in Medical Shop	Jan. 1, 1925	200.00 mo.
To be paid from Rotary Fund out of funds deposited as a gift by a group of gentlemen in the city interested in orthopedic work			
Austin H. Seeds	Assistant, Obstetrics	Jan. 1, 1925	50.00 Quar.

Operation and Maintenance

Eugene Miller	Engineer	Dec. 1, 1924	1,860.00
James A. Kirkwood	Fireman	Dec. 1, 1924	1,680.00
Benjamin H. Oyer	Plumber's Helper	Dec. 1, 1924	1,500.00

Physical Education

Mrs. Nellie Robbins	Maid, Physical Education (Women's Division)	Dec. 1, 1924	60.00 mo.
Carl Edward Tishler	Stud. Asst., Phys. Edu. (Men's Division)	Jan. 1, 1925 to June 1, 1925	30.00 mo.

Upon recommendation of the President, the following increases in salary were made:

College of Commerce and Journalism

Grace Richmond	Reader, Sociology	Oct. 1, 1924	from \$150 to \$300 for 9 mos.
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College of Medicine

Dr. Thomas A. Vogel	Asst., Obstetrics	Jan. 1, 1925	50 Quarter 100 for Winter and Spring Quarters
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Upon motion, the following recommendations of the President were approved:

That Mr. C. E. Rowland, County Agricultural Agent in Columbiana County, be transferred to the same position in Lorain County, January 1, 1925, at a salary of \$3,400.00 per year. The amount to be paid by the University will continue to be the same.

That the services of Miss Phyllis Smith and Miss Esther Leonhart, Student Assistants in the Department of Botany, be continued until June 30, 1925, at a salary of \$30.00 per month.

That Professor E. N. Transeau, Department of Botany, be given the Spring Quarter off; this change involves a special contract for extra vacation.

That Mr. Guy W. Miller, County Agent in Trumbull County, be granted a six months' leave of absence, with part time pay, beginning February 1, 1925, for graduate work at Cornell University.

That Dr. Roy E. Krigbaum, Assistant in Obstetrics, be granted a leave of absence, without pay, for a period of two quarters, effective January 1, 1925.

That Miss Mary H. Oliver, Instructor in Pathology, be granted a leave of absence from January 1st to July 1st, 1925, with salary. Miss Oliver is seriously ill with an acute pulmonary tuberculosis.

That the sum of \$25.00 a month additional be set aside for the District Nursing Association, therefore, making our total expenditure for this work \$100.00 a month instead of \$75.00 a month, effective October 1st, 1924.

* * * * *

Upon recommendation of the President, the following travel was authorized, subject to the approval of the State Emergency Board, the expense to the State to include railroad fare and Pullman only:

Miss Olive Jones, Librarian, to attend special meetings of University Librarians in Chicago during the holidays.

* * * * *

Upon recommendation of the President, the following appropriations were made from the Engineering Experiment Station funds:

ACTIVE PROJECTS

Project No. 03—Clerical and other labor.....	\$ 200.00
Project No. 1—"Ohio Stream Flow," by Prof. C. E. Sherman.....	1,000.00
Project No. 2—"Gasification of Ohio Coal," by Prof. D. J. Demorest..	1,200.00
Project No. 16—"Tapered Struts," by Prof. James E. Boyd.....	460.00
(For publication of his bulletin)	
Project No. 17—"Soil Survey Relative to Road Failure," by Prof. F. H. Eno	1,000.00
Project No. 27—"Chemical Study of Commercial Limes," by Prof. J. R. Withrow	500.00
Project No. 29—"Economical Use of Coal in Different Types of Boiler Furnaces," by Prof. F. W. Marquis.....	1,200.00
Project No. 34—"Thermo Conductivity of Alloys," by Prof. Alpheus Smith	400.00

NEW PROJECTS

Project No. 51—"The Betterment of Ohio Coals," by Prof. D. J. Demorest	1,000.00
Project No. 52—"Ohio State University Broadcasting Station," by C. A. Wright	250.00
Project No. 04—Special Apparatus unassigned to a Particular Project..	320.00
Four deformatior gauges for the use of Professor C. T. Morris in the study of internal stresses of indeterminate structures.	
Project No. 27—"The Dead Burning of Dolomite," by James T. Robson. To secure 1,000 reprints in bulletin form of this investigation which is being published in the journal of the American Ceramic Society.	275.00
Project No. 45—(new project) "The Effect of Multiple Ignition on the Performance of Small Gas Engines," by Prof. H. M. Jacklin; \$250.00 from the 1923-1924 Station fund, and \$450.00 from the 1924-1925 fund. H. M. Jacklin has developed a device by means of which a composite indicator card may be taken from the cylinder of a high-speed gas engine using a standard steam engine indicator which ordinarily is not adapted to high-speed. The diagrams taken by this device are excellent, and an opportunity is therefore opened up whereby interesting and valuable studies may be made of the actions going on inside of an automobile engine cylinder.	

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1-3-'25

Upon motion, President Thompson was requested to report at a later meeting on a suitable memorial for the late Governor James E. Campbell.

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Inasmuch as the Trustees adjourned at the last meeting before completing the final consideration of the biennium budget, the President again presented the biennium budget for further consideration.

Upon recommendation of the President, the following motion was adopted:

That the budget as prepared be approved by the University Trustees and that the President of the University be authorized in the name of the Trustees and for them, to present and advocate this budget before the Finance Committees of the General Assembly.

* * * * *

The Secretary was directed to request the State Superintendent of the Budget to place the following items in the supplementary bill as needed at this time by the University:

A-2	Labor	\$ 7,500.00
C-1	Food	1,200.00
C-2	Forage	2,000.00
C-3	Fuel	33,000.00
D-3	General Plant Materials.....	5,000.00
F-3	Water	3,000.00
F-5	Freight	1,000.00
G-31	Chemistry Building Equipment...	36,000.00
	Total	\$88,700.00

* * * * *

Mr. Laybourne of the Special Committee, reported that in accordance with the contract entered into with the White Cross Hospital Association that a deed had been prepared by the Attorney General and signed by the Governor deeding the old Medical College property on Park Street to the White Cross Hospital Association, and that the balance due of \$55,000.00 has been received and paid into the State Treasury to the credit of the Hospital Building fund.

Upon motion, the above report was received with thanks and appreciation, and the Special Committee discharged.

Herewith follows the opinion of the Attorney General and the Governor's deed covering the above transaction:

Hon. Carl E. Steeb, Secretary
Board of Trustees,
Ohio State University,
Columbus, Ohio.

December 30, 1924.

Dear Sir—You have submitted to this office a copy of an agreement entered into by the Board of Trustees of Ohio State University and the White Cross Hospital Association of Ohio relative to the sale of certain property held by the Ohio State University, said sale to be made in pursuance to the provisions of the Act of the General Assembly of Ohio, 110 Ohio Laws, 89, and requested that a deed be prepared to enable the University, or State, to carry out the terms of its agreement as provided in said Act.

Under the terms of the act and agreement, it becomes the duty of the State to convey the premises, which are spe-

cifically described in the act, when the purchase price, \$60,000, is paid in to the state treasury. Under the terms of the agreement this sum should be paid before December 31, 1924.

Under the provisions of Section 8523, conveyances by the State must be executed by the Governor and countersigned by the Secretary of State.

Enclosed herewith you will find a form of deed which I have prepared, which it is believed to be sufficient for the purposes of the act when properly executed and delivered.

It will be noted that the deed recites that the purchase price has been paid in to the state treasury, and of course that fact should exist before the same is executed.

A copy of the contract which you submitted is being returned herewith.

Respectfully,

(Signed) C. C. CRABBE,
Attorney General.

GOVERNOR'S DEED

To All to Whom These Presents Shall Come, Greeting:

Whereas, there was duly passed by the Legislature of the State of Ohio an Act which became effective on April 13, 1923, being found in 110 Ohio Laws, 89, which reads, in part, as follows:

"Be it enacted by the General Assembly of the State of Ohio:

Section 1. The Board of Trustees of Ohio State University is hereby authorized to sell to the White Cross Hospital Association of Ohio, formerly known as the Protestant Hospital Association of Columbus, Ohio, the following described real estate belonging to the State of Ohio and heretofore used, in connection with the hospital conducted by the said Protestant Hospital Association, for medical college purposes, and being situated in the County of Franklin, in the State of Ohio, and in the City of Columbus, and bounded and described as follows:

Being lot number fourteen (14) excepting a strip of ground three (3) feet off the north side of said lot numbered fourteen (14) running the entire length of said lot, and lot numbered fifteen (15), and two (2) feet and four (4) inches off the north side of lot numbered sixteen (16), of Lincoln Goodale's Executor's Subdivision of part of Reserve number eight (8) of Lincoln Goodale's Addition to the City of Columbus, Ohio, and located on the east side of Park Street in said city.

The terms of said sale shall be such as may be agreed upon between the parties hereinbefore mentioned, but shall provide for the mutual waiver and release of all claims, rights, title, and obligations of each of said parties to or against the other, or in any property of the other; for the retention of title by the state until the entire purchase price shall have been paid; and for the retention of possession of said property by the said Board of Trustees so long as the same may be needed for medical college purposes.

Section 2. The contract provided for in this act shall be in writing and signed by the parties or their duly authorized officers, and a copy thereof shall be certified by the Secretary of the Board of Trustees of the Ohio State University to the Auditor of State. When the purchase price fixed thereby shall have been paid in full into the State Treasury, a deed of conveyance for said property shall be prepared and executed in the manner provided by law and delivered to the grantee."

And, whereas, the Board of Trustees of the Ohio State University and the White Cross Hospital Association of Ohio on November 25, 1924, duly entered into a contract in pursuance to the provision of the act heretofore referred to wherein it was agreed that said Hospital should pay the sum of Sixty Thousand Dollars (\$60,000) for such property; Five Thousand Dollars (\$5,000) paid on the date of con-

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tract and Fifty Five Thousand Dollars (\$55,000) to be paid on or before December 31, 1924, at the option of the University, at which time said University agreed to deliver said deed and possession of said property.

Said contract contained a further provision that the said Hospital and University waive and release all claims, rights, titles, and obligations which each of the parties have against the other or in any property of the other, excepting only the agreement for the sale of the premises heretofore described in the Act set out; and,

Whereas, a copy of said contract was duly certified by the Secretary of the Board of Trustees of the Ohio State University to the Auditor of State, and the purchase price so fixed and agreed upon by the Board of Trustees of Ohio State University and the White Cross Hospital Association of Ohio having been paid in full into the State Treasury, and the said Hospital Association is entitled to a deed of conveyance, as required in said Act;

Now, therefore, I, A. V. Donahey, Governor of the State of Ohio, for and on behalf of the Ohio State University and the State of Ohio, in consideration of the premises, and by virtue and in exercise of the powers vested in me as such Governor, in pursuance to the provisions of Section 8523 of the General Code of Ohio and the Act heretofore referred to, do hereby give, grant, sell and convey unto the said White Cross Hospital Association of Ohio, its successors and assigns forever, all title and interest of the Ohio State University and the State of Ohio in and to the premises heretofore described in the Act, a part of which is set forth herein.

To have and to hold, said premises with all the privileges and appurtenances thereunto belonging, to the said White Cross Hospital Association of Ohio, its successors and assigns forever.

It is the intention of the grantor and grantee herein, in the delivery and acceptance of this instrument of conveyance, to mutually waive and release all claims, rights, titles and obligations of each of said parties to or against the other, or in any property of the other.

In Witness Whereof, I have hereunto set my name and affixed the Great Seal of the State of Ohio, at the City of Columbus, this 31st day of December, in the year of our Lord one thousand nine hundred and twenty-four.

THE STATE OF OHIO.

(Signed) By VIC. DONAHEY,
Governor.

SEAL

Countersigned:
(Signed) THAD H. BROWN,
Secretary of State.

By the Governor.

Recorded in Deed Book Volume 1, page 10 of Lands Sold.
Delivered December 31, 1924, to White Cross Hospital Association.

(Signed) JOSEPH T. TRACY,
Auditor of State.

Receipt on file in Auditor of State's Office for said deed signed by White Cross Hospital Association, by J. A. White, Attorney.

* * * * *

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Thereupon, the Board adjourned to meet Saturday, February 7, 1925, 9:30 a. m., at the University.

Attest:
 (Signed) CARL E. STEEB, (Signed) C. F. KETTERING,
Secretary. *Chairman.*

* * * * *

OFFICE OF THE BOARD OF TRUSTEES
 THE OHIO STATE UNIVERSITY

Columbus, Ohio, February 7, 1925.

The Board of Trustees met at the University at 9:30 a. m., pursuant to adjournment.

Present: L. E. Laybourne, Vice-Chairman; O. E. Bradfute, John Kaiser, Egbert Mack, Mrs. Alma Paterson, and Mr. Winters representing Vernon M. Riegel, Director of Education.

* * * * *

Upon recommendation of the President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>College of Arts</i>			
John F. Locke	Asst., Dept. English	Dec. 31, 1924	\$ 500.00
<i>College of Commerce and Journalism</i>			
Oliver B. Combs	Reader, Economics	Jan. 1, 1925	150.00
Lowell K. Hanson	Reader, Economics	Jan. 1, 1925	300.00
Eldon R. Young	Assistant, Economics	Feb. 1, 1925	500.00
<i>College of Education</i>			
L. W. Smith	Prof., School Admn.	Summer Quarter	1,200.00
<i>College of Engineering</i>			
Edith R. Hutton	Clerk	Jan. 16, 1925	1,020.00
<i>College of Medicine</i>			
Maurine Ligon	Anesthetist, Univ. Hospital	Feb. 1, 1925	100.00 mo.
<i>College of Pharmacy</i>			
James M. Moore	Stud. Asst., Pharmacy	End Win. Quar.	200.00
<i>Library</i>			
Mildred Hindman	Library Asst., ½ time	Jan. 31, 1925	360.00
<i>Registrar's Office</i>			
Martha Hillhouse	Asst. to Registrar	Jan. 10, 1925	1,200.00
Elizabeth Richards	Asst. to Registrar	Feb. 1, 1925	1,140.00
Jean Kellenberger	Asst. to Registrar	Feb. 1, 1925	1,020.00
<i>Operation and Maintenance</i>			
Robert W. Petrie	Janitor	Dec. 31, 1924	1,140.00
Chester Potts	Janitor	Dec. 31, 1924	1,140.00
* * * * *			

Upon recommendation of the President, the following appointments were made and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

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Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
Edith Childs	Home Dem. Agent, Summit County	Jan. 5, 1925	2,400.00
	State Offsetting funds.....	\$104.17	
	Summit County funds.....	95.83	
		\$200.00	
William Ellis., Jr.	Automobile Maintenance..... County Agr. Agent, Fulton County	Feb. 1, 1925	2,200.00
	State Offsetting funds.....	\$133.33	
	Fulton County funds.....	50.00	
		\$183.33	
R. W. Gardner	Automobile Maintenance..... County Agr. Agent, Carroll County	Jan. 1, 1925	2,500.00
	Supp. Extension funds.....	\$133.33	
	Carroll County funds.....	75.00	
		\$208.33	
Floyd Lower	Automobile Maintenance..... County Agr. Agent, Columbiana County	Jan. 1, 1925	3,200.00
	Transferred from same position in Carroll County; addition in his salary to be paid from Columbiana County funds.		
<i>College of Agriculture</i>			
Glenna Schlitt	Asst., Home Economics	Jan. 5, 1925	1,400.00
Mrs. Georgene Linn	Asst., Home Economics	Jan. 5, 1925	100.00 mo.
Ottilie Rohe	Asst., Home Economics	Jan. 5, 1925	70.00 mo.
<i>College of Arts</i>			
Helen L. Weinman	Asst., Romance Lang.	300.00 for Jan. 1, 1925 Winter Quarter only	
<i>College of Commerce and Journalism</i>			
Josephine Lowrie	Asst., Bur. of Bus. Research	Feb. 10, 1925	125.00 mo.
Webster L. Davis	Asst., Geography	Jan. 1, 1925	650.00 for Winter and Spring Quarters
Margaret Bargar	Reader, Economics	Jan. 1, 1925	100.00 for Winter and Spring Quarters
Paul C. Bovey	Reader, Economics	Jan. 1, 1925	100.00 for Winter and Spring Quarters
Earl C. Willson	Reader, Economics	Jan. 1, 1925	100.00 for Winter and Spring Quarters
William H. Belden	Assistant, Economics	Feb. 1, 1925	500.00
<i>College of Education</i>			
Royal D. Hughes	Prof., Dept. Music	June 22, 1925	800.00 for 1st term, Summer Quarter
E. W. Morphy	Asst. Prof., Music	June 22, 1925	600.00 for 1st term, Summer Quarter
Florence L. Shute	Asst. Prof., Music	June 22, 1925	600.00 for 1st term, Summer Quarter
Edith Keller	Asst. Prof., Music	June 22, 1925	600.00 for 1st term, Summer Quarter
Cleo Cowger	Instructor, Music	June 22, 1925	200.00 for 1st term, Summer Quarter
Olwen Jones	Accompanist, Music	June 22, 1925	100.00 for 1st term, Summer Quarter
Mrs. W. S. Downing	Asst. Prof., Music	June 22, 1925	600.00 for 1st term, Summer Quarter
Evelyn Ross	Asst., Music	June 22, 1925	125.00 for 1st term, Summer Quarter
Wilford M. Aikin	Prof., School Admn.	June 22, 1925	1,200.00 for Summer Quarter only
Ralph E. Dunford	Grad. Asst., Psychology	Feb. 1, 1925	675.00
C. R. Reed	Professor of Education	June 22, 1925 to July 3, 1925	300.00

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Dr. A. E. Morgan	Professor of Education	July 6-10, 1925	150.00
Dr. Payson Smith	Professor of Education	July 13-17, 1925	375.00
Dr. C. S. Meek	Professor of Education	July 20-31, 1925	300.00
Dr. E. D. Roberts	Professor of Education	Aug. 3-14, 1925	300.00
Dr. R. G. Jones	Professor of Education	Aug. 17-28, 1925	300.00
<i>College of Engineering</i>			
Besse C. Neeff	Stenographer	Jan. 5, 1925	960.00
<i>College of Medicine</i>			
Dorothy Hyle	Stud. Nurse, Univ. Hosp.	Jan. 1, 1925	6.25 mo.
Marian Hyle	Stud. Nurse, Univ. Hosp.	Jan. 1, 1925	6.25 mo.
Nina Bargdill	Stud. Nurse, Univ. Hosp.	Jan. 1, 1925	6.25 mo.
Georgiana Rawers	Stud. Nurse, Univ. Hosp.	Jan. 1, 1925	6.25 mo.
Marcia Gegelein	Stud. Nurse, Univ. Hosp.	Jan. 1, 1925	6.25 mo.
Urna Work	Clerk, Venereal Clinic Dispensaries (part time)	Jan. 16, 1925	62.50 mo.
To be paid from Venereal Disease Fund now designated Rotary 23			
Harry C. Powelson	Interne, St. Francis Hosp.	July 1, 1924	50.00 quar.
<i>College of Pharmacy</i>			
Harold L. Bejeck	Stud. Asst., Pharmacy	Jan. 5, 1925	200.00
John A. Bell	Stud. Asst., Pharmacy	Jan. 5, 1925	200.00
<i>Library</i>			
Evelyn Hensel	Library Asst., $\frac{1}{2}$ time	Feb. 1, 1925	30.00 mo.
<i>Military Science</i>			
James C. Howard	Janitor (Target Gallery)	Jan. 20, 1925	15.00 mo.
Clara Offenbacher	Stenographer	Jan. 6, 1925	960.00
<i>Physical Education</i>			
Maj. Louis A. Kunzig	Special Instr., Phys. Edu.	Feb., Mar. & Apr.	18.00 mo.
<i>Registrar's Office</i>			
Mildred Hindman	Asst. to Registrar	Feb. 1, 1925	85.00 mo.
Transferred from Library Assistant			
Mabel Walters	Asst. to Registrar	Feb. 1, 1925	85.00 mo.
Ruth Agler	Asst. to Registrar	Feb. 1, 1925	110.00 mo.
<i>Operation and Maintenance</i>			
William Pohle	Janitor	Jan. 1, 1925	1,140.00
*	*	*	*

Upon recommendation of the President, the following changes in title were made:

<i>College of Agriculture</i>		from	to	
Leona Peckham	Grad. Asst., Home Econ.	Instr., Home Ec.	Jan. 5, 1925	
<i>College of Commerce and Journalism</i>				
Nelson J. Neubig	Secy., Extension Service	Asst., Extension Service	Oct. 15, 1924	
*	*	*	*	*

Upon recommendation of the President, the following increases in salary were made:

<i>College of Agriculture</i>			from	to
Leona Peckham	Instr., Home Economics	Jan. 5, 1925	\$560	\$1,500
<i>College of Arts</i>				
Lura M. Jewell	Asst., Romance Lang.	Jan. 1, 1925	150	300
Dorothy Porter	Asst., Romance Lang.	Jan. 1, 1925	150	450
			Quarter	Quarter
*	*	*	*	*

Upon motion, the following recommendations of the President were approved:

That the teaching schedule of W. A. Whatley, Instructor in the Department of Romance Languages, be changed from Summer and Autumn to Summer, Autumn, and Winter Quarters for the year 1924-1925.

That W. A. Whatley, Instructor in the Department of Romance Languages, be given a special contract for the Spring Quarter, 1925, on the 2/3 cash basis.

That the teaching schedule of Professor H. E. Hoagland, Department of Business Organization, be changed from Autumn, Winter, and Spring to Summer, Autumn, Winter, and Spring for the year 1922-1923.

That the teaching schedule of Ralph Richards, Instructor in the Department of Business Organization, be changed from Summer, Autumn, Winter, and Spring to 1st term Summer, Autumn, Winter, and Spring for the year 1924-1925.

That the debit of one quarter against Professor C. O. Ruggles, Department of Business Organization, be cancelled as this leave was taken upon consent of the President and Dean Hagerty.

That the debit of one quarter against Professor J. I. Falconer, Department of Rural Economics, be cancelled as this leave was taken upon consent of the President and Dean Vivian.

* * * * *

Upon recommendation of the President, the following travel was authorized, subject to the approval of the State Emergency Board, the expense to the State to include railroad fare and Pullman only:

Professor F. C. Landsittel, Department of Principles of Education, to attend the meeting of the North Central Association of Colleges and Secondary Schools to be held at Chicago, Illinois, March 16-21, 1925.

Professor J. Cayce Morrison, Department of School Administration, to attend the annual meeting of the Department of Superintendence to be held at Cincinnati, Ohio, February 21-26, 1925.

Professor Clyde T. Morris, Department of Civil Engineering, to attend the annual meeting of the American Society of Civil Engineers in New York, January 20-25, 1925.

* * * * *

The University Architect presented the plans, specifications, bill of materials, and estimate of cost for the proposed President's Residence. After careful examination, said plans, specifications, bill of materials, and estimate of cost were approved and the Secretary was directed to present the same to the Director of Highways and Public Works for his approval, and if so approved, to advertise for bids in accordance with law.

* * * * *

The University Architect presented the plans, specifications, bill of materials, and estimate of cost for the elevators for the Starling-Loving Hospital. Upon motion, said plans, specifications, bill of materials, and estimate of cost were approved and the Secretary was

directed to present the same to the Director of Highways and Public Works for his approval, and if so approved, to advertise for bids in accordance with law.

* * * * *

Upon motion, the following balances in H. B. 325 were cancelled:

Administration Building

Transformer	\$296.44	
Architect	18.55	\$314.99

Chemistry Building

Architect		85.30
Cables		255.72

Journalism Building

Transformer	62.20	
Architect	18.05	80.25

* * * * *

The President reported that the committee in charge has announced that the Mendenhall Memorial exercises will be held in the University Chapel April 16, 1925, at 4 p. m.

* * * * *

The President presented a financial report from the Athletic Board dated December 31, 1924. Upon motion, this report was accepted and ordered filed.

* * * * *

Upon recommendation of the President, it was ordered that hereafter no fees be refunded in case of withdrawal of students until 30 days have elapsed from the date of withdrawal.

* * * * *

The President reported that certain departments were desirous of sending more than one representative from the department to conventions or scientific meetings. The Board reaffirmed its former position in this matter, namely, that only one representative from a department may be authorized to attend such meetings.

* * * * *

The President presented a request from the College of Commerce and Journalism asking that the name of the College be changed. After some consideration, it was agreed that the changes of names of colleges, departments, etc., be made a special order for March 7, 1925, 9:30 a. m.

* * * * *

The President presented a copy of the proposed revised rules as adopted by the University Faculty. Attention was directed to the main features of the changes and the President then recommended that the report be received and ordered printed for the purpose of examination for any desired amendments and for official approval by the Trustees.

* * * * *

The President read to the Board a proposed bill to be presented to the Legislature. This bill provides for a funding of the Stadium indebtedness and the issue of certificates of indebtedness to be paid from, and be a first charge upon, the gross receipts from intercollegiate football. The said certificates were to run for a period of ten years bearing five per cent and not to exceed in amount the sum of

\$450,000.00. After discussion the bill, upon recommendation of the President, was approved and its presentation to the Legislature authorized.

* * * * *

The following recommendation was unanimously adopted:

Resolved, That the Trustees of the University express their profound regret at the unfortunate circumstances resulting in the death of two students, Charles Henry Huls, and David Isaac Pusken, and the serious and almost fatal illness of others. The Trustees also place on record their approval of the promptness and care exercised by the University officials in their efforts to disclose all the facts. They also approve the placing at the disposal of the public authorities all available means and facilities of the University, by which may be ascertained all the facts pertaining to the case and the location of any responsibility for the deplorable situation.

The Trustees further express their approval and hearty appreciation of the diligence with which the city and county officials and their assistants are conducting the investigation.

* * * * *

The President presented the situation as to Music in the Summer Quarter and the increasing demand throughout the University for appropriate facilities for Music as a part of a liberal and professional education. Attention was drawn to the situation in the public schools and the increasing number of students who come to the University with a desire to continue the study of music. The subject was considered by the Trustees for some time when the President presented the following resolution which, upon motion, was unanimously adopted:

That the Trustees now authorize and establish a Department of Music and request the President at a later meeting to report upon its organization.

Royal D. Hughes, Ph.D., was appointed head of the new Department of Music.

* * * * *

Thereupon, the Board adjourned to meet Saturday, March 7, 1925, 9:30 a. m., at the University.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) L. E. LAYBOURNE,
Vice-Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, March 7, 1925.

The Board of Trustees met at the University at 9:30 a. m., pursuant to adjournment.

Present: C. F. Kettering, Chairman; L. E. Laybourne, John Kaiser, Egbert Mack, and Mrs. Alma Paterson.

* * * * *

Upon request of the President, Dean Hagerty of the College of Commerce and Journalism, and Dean Henderson of the College of Arts, Philosophy, and Science, appeared before the Board and made a

Upon request of the President, Dean Hagerty of the College of Commerce and Journalism, and Dean Henderson of the College of Arts, Philosophy, and Science, appeared before the Board and made a statement concerning proposed change of names of their respective colleges. During the discussion, the assignment of departments to colleges was given some consideration and inasmuch as this matter was treated in some detail by Mr. George E. Frazer in his report covering recommendations as to the organization of the Ohio State University under the four-quarter plan, dated September 29, 1921, it was ordered that copies of Mr. Frazer's report be printed and distributed to the members of the Board of Trustees, to the Deans and to members of the University Faculty.

Upon motion, it was agreed to hold a special meeting April 3 and 4, for the consideration of the recommendations made by Mr. Frazer, and the President was requested to advise the Administrative Council and the University Faculty, that it is the desire of the Board of Trustees that each of these bodies submit reports to the Board concerning Mr. Frazer's recommendations. The President was requested to make it known that the Board will welcome reports from any individuals on the proposed plan of organization, these reports to be submitted verbally or in writing.

* * * * *

The President presented a detailed report on the present status of the biennium budget now under consideration by the General Assembly.

* * * * *

Upon recommendation of the President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
T. C. Kennard	County Agr. Agent, Noble County	Feb. 28, 1925	\$2,200.00
Max M. Phillips	County Agr. Agent, Huron County	Jan. 31, 1925	3,400.00
E. D. Turner	County Agr. Agent, Preble County	Mar. 31, 1925	3,000.00
<i>College of Education</i>			
M. F. Beeson	Asst Prof., Sch. Admn.	1st term, Sum. Quarter	750.00
<i>College of Engineering</i>			
Howard E. Fritz	Instr., Chem. Engr.	Feb. 28, 1925	2,200.00
<i>College of Law</i>			
Pearl Poe	Stenographer	Feb. 28, 1925	960.00
<i>College of Medicine</i>			
Margaret M. Gorey	Supervisor of Nurses, Obstetrics Dept.	Mar. 1, 1925	100.00 mo.
Roxie Oden	Dishwasher & Night Cook, University Hospital	Jan. 31, 1925	600.00
<i>Registrar's Office</i>			
Mabel Walters	Asst. to Registrar	Mar. 1, 1925	85.00 mo.
Frances Rannells	Asst. to Registrar	Mar. 1, 1925	1,300.00
Marg. VonGerichten	Transferred to College of Engineering Asst. to Registrar	Mar. 1, 1925	85.00 mo.
<i>Operation and Maintenance</i>			
F. C. Radford	Janitor	Jan. 31, 1925	1,140.00
Ruth Paulsell	Janitress	Jan. 31, 1925	780.00

University Press

J. Verne Jenkins	Linotype Operator	Jan. 31, 1925	2,288.00
*	*	*	*

Upon recommendation of the President, the following appointments were made and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
Walter L. Bluck	County Agr. Agent, Logan County	Mar. 1, 1925	2,000.00
	State Offsetting funds.....	\$133.33	
	Logan County funds.....	33.33	
		<hr/>	
		\$166.66	
Margaret M. Walker	Automobile Maintenance	\$600.00	
	Home Dem. Agent,	Feb. 16, 1925	2,400.00
	Smith-Lever funds	\$133.33	
	Trumbull County funds.....	66.67	
		<hr/>	
		\$200.00	
Joseph H. Boyd	Automobile Maintenance	\$600.00	
	County Agr. Agent,	Mar. 1, 1925	3,000.00
	Supp. Extension funds.....	\$133.33	
	Hamilton County funds.....	75.00	
	Hamilton Co. Farm Bureau...	41.67	
		<hr/>	
		\$250.00	
	Automobile Maintenance	\$600.00	
<i>College of Arts</i>			
Robert S. Adams	Grad. Asst., English	Mar. 30, 1925	500.00
<i>College of Education</i>			
Erwin F. Frey	Instructor, Fine Arts	Oct. 1, 1925	2,250.00
Frederick R. Rogers	Asst. Prof., Sch. Admn.	June 22, 1925	750.00 for
		1st term, Summer Quarter	
Anne C. Beaman	Clerk	Feb. 1, 1925	960.00
<i>College of Engineering</i>			
Wilson F. Brown	Instructor, Chem. Engr.	Mar. 2, 1925	2,000.00
Vera M. Gushee	Instructor, Astronomy	Apr. 1, 1925	660.00 for
		Spring Quarter only	
Catherine Luff	Stenographer	Feb. 1, 1925	960.00
Frances Rannels	Clerk	Mar. 1, 1925	1,020.00
	Transferred from Registrar's Office		
<i>College of Law</i>			
Myrtle Albaugh	Stenographer	Mar. 1, 1925	1,020.00
<i>College of Medicine</i>			
Helen Zita Ryan	Supervisor of Nurses, Obstetrics Dept.	Mar. 1, 1925	100.00 mo.
Sarah Bell	Student Nurse	Feb. 1, 1925	6.25 mo.
Anne Besse	Student Nurse	Feb. 1, 1925	6.25 mo.
Ruth Decker	Student Nurse	Feb. 1, 1925	6.25 mo.
Pauline Evans	Student Nurse	Feb. 1, 1925	6.25 mo.
Florence Frank	Student Nurse	Feb. 1, 1925	6.25 mo.
Grace Gleckler	Student Nurse	Feb. 1, 1925	6.25 mo.
Hilda Harris	Student Nurse	Feb. 1, 1925	6.25 mo.
Mildred Jester	Student Nurse	Feb. 1, 1925	6.25 mo.
Velma Johnson	Student Nurse	Feb. 1, 1925	6.25 mo.
Josephine Roberts	Student Nurse	Feb. 1, 1925	6.25 mo.
Jean Rockoff	Student Nurse	Feb. 1, 1925	6.25 mo.
Mary Louise Smith	Student Nurse	Feb. 1, 1925	6.25 mo.
Florence Wardell	Student Nurse	Feb. 1, 1925	6.25 mo.
Helen Warner	Student Nurse	Feb. 1, 1925	6.25 mo.
Nellie Welsh	Student Nurse	Feb. 1, 1925	6.25 mo.
Rena White	Student Nurse	Feb. 1, 1925	6.25 mo.
Margaret Steinhoff	Student Nurse	Feb. 20, 1925	6.25 mo.
Belle Carter	Night Cook, Univ. Hosp.	Feb. 5, 1925	600.00

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Registrar's Office

Alice Lawrence	Assistant to Registrar	Mar. 1, 1925	85.00 mo.
Floy Core	Assistant to Registrar	Mar. 16, 1925	85.00 mo.
Esther Head	Assistant to Registrar	Mar. 16, 1925	85.00 mo.

Library

Lillian H. Rose	Library Assistant	Feb. 15, 1925	90.00 mo.
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Operation and Maintenance

Viola Paisley	Janitress	Feb. 19, 1925	780.00
Inez Toy	Laundress	Mar. 1, 1925	65.00 mo.
Rosie Long	Laundress	Mar. 1, 1925	65.00 mo.
James T. Shidecker	Engineer	Mar. 1, 1925	175.00 mo.

University Press

E. G. Patterson	Linotype Operator	Feb. 1, 1925	2,288.00
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Upon recommendation of the President, the following changes in title were made:

College of Engineering

Wm. C. McCoy	from Graduate Assistant	to Asst., Math.	Jan. 1, 1925 for Winter Quarter only
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College of Medicine

Herman Koerper	Instructor	Asst. Prof., Obstetrics	Mar. 1, 1925
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Upon recommendation of the President, the following increases in salary were made:

College of Engineering

Wm. C. McCoy	Asst., Mathematics	Jan. 1, 1925 for Win. Quar only	from \$500	to \$1,000
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Operation and Maintenance

James Merrill	Janitor	Mar. 1, 1925	90 mo.	95 mo.
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Upon motion, the following recommendations of the President were approved:

That the non-resident fee for the Summer Quarter be fixed as follows:

\$20.00 per term
\$35.00 per quarter

That a helper at a salary of \$115.00 per month be employed, effective March 9, 1925, for work on sewers and tunnels to Agricultural Engineering Building, Experimental Engineering, and Education Buildings.

That the salary of Philo Felker, carpenter, be reduced to \$50.00 per month, effective March 1, 1925, until such time as he may be able to return to work, and that the balance of his salary for the year be appropriated to employ a carpenter to work in his place. Mr. Felker has been sick and off duty for six weeks.

That the covering on floor of hall in Animal Husbandry Building be changed from linoleum to Asphaltic Compound.

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Upon recommendation of the President, the following travel was

authorized, subject to the approval of the State Emergency Board, the expense to the State to include railroad fare and Pullman only:

Dr. William Lloyd Evans, Department of Chemistry, to attend the meeting of the American Chemistry Society in Baltimore, Maryland, the week of April 6, 1925.

Dr. E. F. McCampbell, College of Medicine, to attend the meeting of the Council on Medical Education of the American Medical Society in Chicago, March 9-12, 1925.

Miss Lydia Clark, Department of Physical Education, to attend the annual meeting of the N. A. A. F. in Chicago, April 7th, and also the meeting of the College Directors' Society, April 8-9, 1925.

Dean Elisabeth Conrad to attend the National meeting of Deans of Women in Cincinnati, Ohio, February 26-28, 1925.

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The President presented a letter from the Secretary of the Ohio State Archaeological and Historical Society requesting action on the report of a joint committee on cooperation representing the Trustees of the Society and the State University. Action on this report was deferred for the present.

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Upon motion, the Secretary was given leave of absence for the months of July and August, 1925.

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Upon motion, the President and Secretary were directed, for and on behalf of the Board of Trustees, to open bids for the President's Residence on Tuesday, March 17, and if any bids are received below the Architect's estimate to certify the facts to the Department of Highways and Public Works with the recommendation that the contract for the building be awarded to the lowest and best bidder.

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Upon recommendation of the President, the new Agricultural Engineering Building was formally named "Ives Hall," in memory of the late Professor Frederick W. Ives.

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The President reported that the supplementary appropriation bill passed at the present session of the General Assembly carries an item of \$7,500.00 for A-2 Labor, and upon his recommendation the Trustees apportioned this amount as follows:

University Architect—for preparation of plans for new buildings	\$3,000.00
Physical Plant	2,000.00
President's Division	1,000.00
Colleges	1,500.00

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Upon motion, the following cancellations and appropriations were made in H. B. 622 G-2 Buildings:

Cancellations:

Commerce Building.....	\$5,998.00	
Journalism Building.....	250.00	
Power House.....	2,500.00	
Robinson Laboratory.....	1,500.00	
Hamilton Hall.....	89.82	
Reserve Fund.....	1,597.55	\$11,935.37

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, April 3, 1925.

The Board of Trustees met at the University at 10 a. m., pursuant to adjournment.

Present: L. E. Laybourne, Vice-Chairman; E. H. Mack, Mrs. Alma Paterson, John Kaiser, O. E. Bradfute; Julius F. Stone, of Columbus, appointed by the Governor on March 17, 1925, confirmed by the Senate March 24, 1925, to succeed Charles F. Kettering, of Dayton, for the term ending May 13, 1930; and Herbert S. Atkinson, of Columbus, appointed by the Governor March 17, 1925, confirmed by the Senate March 24, 1925, to succeed the late Benjamin F. McCann, of Dayton, for the term ending May 13, 1927. Mr. Harry A. Caton, of Coshocton, appointed by the Governor March 17, 1925, confirmed by the Senate March 24, 1925, to succeed Mr. O. E. Bradfute, of Xenia, for the term beginning May 14, 1925, and ending May 13, 1932, was also present.

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The minutes of the last meeting were approved.

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The President made a general statement concerning the Frazer report on University organization and read communications from the Administrative Council, Professors Chubb, Hopkins, Evans, and Dye.

The following persons appeared before the Board to discuss the report:

Dean McPherson
Professor Evans
Dean Vivian
Dean Henderson
Dean Hitchcock

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Having spent the entire day in discussion of the Frazer report, the Board adjourned to meet at 8:30 a. m., at the University.

Columbus, Ohio, April 4, 1925.

The Board of Trustees met at 8:30 a. m., pursuant to adjournment.

Present: L. E. Laybourne, Vice-Chairman; E. H. Mack, Mrs. Alma Paterson, John Kaiser, O. E. Bradfute, Julius F. Stone, H. S. Atkinson.

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Dean Hitchcock continued his discussion of the Frazer report. After Dean Hitchcock finished, the Board went into general discussion of the principles underlying the report. Upon motion, the Chairman, Mrs. Paterson, Mr. Atkinson, and Mr. Stone were appointed a special committee to prepare a report with recommendations to be presented to the Board at its meeting to be held April 16, 1925, 9:30 a. m., at the University.

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Inasmuch as the term of the former Chairman, Mr. Kettering, has expired, the Board now proceeded to elect the Chairman for the remainder of the fiscal year. Mr. L. E. Laybourne was elected Chairman and Mr. E. H. Mack was elected Vice-Chairman.

Mr. Stone presented his resignation as Treasurer of the University and upon motion, Mr. Charles F. Kettering, of Dayton, was elected Treasurer, his term to begin as soon as proper bond is prepared. Mr. O. E. Bradfute was elected Assistant Treasurer, term to begin May 14, 1925.

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Upon recommendation of the President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>College of Agriculture</i>			
E. C. Haughn	Mechanic, Agr. Engr.	April 1, 1925	\$1,500.00
John D. Guthrie	Asst., Agr. Chemistry	End Winter Quar.	50.00 mo.
<i>College of Arts</i>			
Helen L. Weinman	Asst., Romance Lang.	Mar. 21, 1925	300.00 Quar.
<i>College of Commerce and Journalism</i>			
William H. Belden	Reader, Bus. Organization	End Winter Quar.	150.00
<i>College of Education</i>			
Florence E. Mitchell	Instructor, Fine Arts	July 1, 1925	1,800.00
<i>College of Engineering</i>			
Frank E. Neely	Laborer, Mech. Engr.	Mar. 21, 1925	900.00
R. J. Mathias	Asst., Mech. Engr.	Apr. 14, 1925	1,200.00
Homer L. Cupples	Asst., Chem. Engr.	End Winter Quar.	1,000.00
<i>College of Medicine</i>			
Harry A. Minthorn	Instructor in Medicine	Apr. 1, 1925	200.00
Urna Work	Clerk, Venereal Clinic	Mar. 31, 1925	62.50 mo.
<i>Library</i>			
Carl H. Troeger	Library Assistant	Mar. 31, 1925	50.00 mo.
Frances Remley	Library Asst., (½ time)	Mar. 31, 1925	30.00 mo.
<i>Entrance Board</i>			
Sarah Meriam	Part-time Stenographer	Mar. 31, 1925	480.00

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Upon recommendation of the President, the following appointments were made and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
Addis K. Barthelmeh	Home Dem. Agent,	Mar. 9, 1925	2,100.00
	Stark County		
	Smith-Lever Funds.....	\$133.33	
	Stark County Funds.....	41.67	
		\$175.00	
Dwight P. Miller	Automobile Maintenance.....	\$600.00	
	County Agr. Agent,	Apr. 1, 1925	2,200.00
	Harrison County		
	State Offsetting Funds.....	\$133.33	
	Harrison County Funds.....	50.00	
		\$183.33	
C. M. Hampson	Automobile Maintenance.....	\$600.00	
	County Agr. Agent,	Feb. 15, 1925	2,900.00
	Huron County		
	Automobile Maintenance.....	\$600.00	
	Transferred from County Club Agent, Hancock County		

College of Agriculture

Walter Umbstaetter	Mechanic, Agr. Engr.	Apr. 1, 1925	1,500.00
Inez B. Blystone	Stud. Asst., Agr. Chem.	Spring Qr.	300.00
Doris M. Kissinger	Stud. Asst., Home Econ.	Spring Qr. only	35.00 mo.
Emma Henton	Assistant, Home Econ.	Spring Qr. only	100.00 mo.

College of Arts

Carroll B. Malone	Instr., European History	Summer Qr.	500.00 for 1st term, Summer Quarter
Howard White	Asst. Prof., Political Sci.	June 22, 1925	800.00 for Summer Quarter only
Beulah Clark	Grad. Asst., English	Mar. 28, 1925	150.00 for Spring Quarter only
Victor L. Parks	Grad. Asst., English	Mar. 28, 1925	150.00 for Spring Quarter only
Dorothy M. Calkins	Grad. Asst., English	Mar. 28, 1925	150.00 for Spring Quarter only
Cyrus K. Carroll	Grad. Asst., English	Mar. 28, 1925	150.00 for Spring Quarter only
Josephine Waters	Grad. Asst., English	Mar. 28, 1925	150.00 for Spring Quarter only
Geo. M. Stephenson	Asst. Prof., Amer. Hist.	Summer Qr.	650.00 for Summer Quarter only

College of Education

Charles H. Hindley	Special Lecturer on History of Education	Oct. 1, 1925	4,000.00
Nancy E. Sidwell	Asst. Prin. of Edu.	Mar. 30, 1925	350.00 for Spring Quarter only
William E. Warner	Asst. Prof., Indus. Edu.	Summer Qr.	3,750.00

College of Medicine

Jessie B. Freeman	Clerk, Venereal Clinic	Apr. 1, 1925	62.50 mo.
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Entrance Board

Ruth E. Esler	Part-time Stenographer	Apr. 1, 1925	40.00 mo.
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Upon recommendation of the President, the following change in title was made:

College of Agriculture

Ottillie Rohe	from Part-time Assistant	to Asst., Home Econ. Spring Quar.
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Upon recommendation of the President, the following increase in salary was made:

College of Agriculture

Ottillie Rohe	Asst., Home Econ.	Spring Quar.	from \$70.00	to \$125.00 mo.
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The President presented the following report and recommendation which was adopted:

I desire to report that Edward Orton, Jr., in honor of his father, Edward Orton, Sr., has completed the improvements and equipment of the Edward Orton Memorial Library of Geology in Orton Hall in accordance with the agreement entered into and of record in the proceedings of this Board of Trustees and in accordance with the approved plans and specifications as drawn by the University Architect, Professor Joseph N. Bradford.

The improvement and equipment of the Orton Library has been of unusually fine character and is a splendid tribute

both to Edward Orton, Jr., and to his honored father in whose memory the gift was made. When the Bureau of Educational Research shall have been moved from the building as anticipated during this coming summer and after certain minor improvements have been made due to changes, Orton Hall will be one of the outstanding buildings in the country devoted exclusively to the Science of Geology. The library room itself will probably not be excelled, if equalled, anywhere in the country.

Professor Edward Orton, Jr., has seen fit to add to the library room certain paintings illustrating phases of geology and which in addition to the other equipment represent a very substantial expenditure of money. There is every reason to believe that the interest of Edward Orton, Jr., will not cease with the present state of improvements and equipment. The University, therefore, is to be congratulated for the unusual opportunity thus afforded for students of the University and for the advantages of the science of Geology through research and study on the part of members of the Geological Faculty. In view of this action now completed I make two recommendations, viz.:

That the Trustees place on record their most hearty appreciation and approval of the splendid addition made to the facilities for Geology through the benevolence and enthusiasm of General Edward Orton, Jr., and that the Trustees extend to him their thanks for the services rendered.

Second: I recommend that inasmuch as the building has been formally dedicated, the Board approve a plan for some special recognition of this library including a brief program as may be arranged both as to time and character of program between General Edward Orton, Jr., and the President of the University.

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It was agreed to send a delegate to the Fiftieth Anniversary of Wellesley College to be celebrated at Wellesley, Massachusetts, May 29th, 1925.

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It was also agreed to send the President as delegate to the Seventy-fifth Anniversary of the founding of Heidelberg University to be celebrated June 19 and 20, 1925.

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Upon the recommendation of the President, the Agricultural Engineering Building and the Addition to Robinson Laboratory were accepted and the Secretary was authorized to approve the final estimates to the contractors for these buildings.

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Upon recommendation of the President, the Addition to the Medical Science Building was accepted and the Secretary was authorized to approve the final estimate for the contractors of this building.

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Upon motion, the following changes in contracts were approved and the Secretary was directed to execute the proper papers and forward to the Director of Highways and Public Works for his approval:

<i>Agricultural Engineering Building</i>	
E. H. Latham Company, Extras.....	\$1,612.26
Deductions	737.15
Paul L. Gilmore Company, Extras.....	40.00
<i>Addition to Robinson Laboratory</i>	
Huffman-Wolfe Plumbing Company, Deductions.....	104.43
<i>Starling-Loving Hospital</i>	
Hughes-Peters Electric Company, Extras.....	35.00
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The President presented the following communication from Professor George W. Knight. Upon motion, the request of Professor Knight to be relieved of the Headship of the Department of American History was agreed to, effective June 30, 1925.

Dean W. E. Henderson, February 25, 1925.
College of Arts.

Dear Dean Henderson—The close of the present academic year will complete forty years since I was appointed to a professorship in Ohio State University. During this entire period I have been, as head of the department with which I have been connected, responsible for its administration and development as well as for any errors and shortcomings in its operation.

For the past few years, as both you and the President are aware, I have felt that the time was approaching when I ought to withdraw from the active administration of the department.

I realize that there comes a time in every man's life when both physical vigor and judgment are less dependable and that he should then step aside and allow younger men to formulate and carry out the changing policies which growth and development require.

Because of this opinion, and because of my sincere interest in the present and future of the University and of my own department, I ask to withdraw, at the end of the present academic year, from the administrative responsibility for the Department of American History, retaining, however, my position as active professor and giving my entire University time and energy to instruction and lecture work under such limitations and liberty as the future organization of the department may warrant.

Very sincerely yours,
(Signed) G. W. KNIGHT.

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The President reported that Myron N. Cook, Janitor, after 27 years of loyal service to the University, is no longer equal to the daily work required of him and recommended that he be placed on the retired list at \$40.00 per month, effective April 1, 1925. This recommendation was agreed to.

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The President reported the death of Mr. J. T. Daniels, for many years a night watchman at the University and for the last four years on the retired list, his death occurring on March 8, 1925. Upon the recommendation of the President, it was ordered that the salary for the month of March be paid to the family.

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The schedule of Dr. P. R. Stevenson, Bureau of Educational Research, was changed from the Summer, Autumn, and Winter Quarters to the Summer, Autumn, Winter, and Spring Quarters.

The President reported that the Grasselli Chemical Company of Cleveland and the E. I. du Pont de Nemours Company of Wilmington, Delaware, will continue the fellowships in the Department of Chemistry for the ensuing year. The amount connected with each of these fellowships is \$750.00. This amount will be paid to the Bursar of the University previous to October 1, 1925.

Upon recommendation of the President, the following travel was authorized, subject to the approval of the State Emergency Board, the expense to the State to include railroad fare and Pullman only:

Dr. W. E. Henderson, College of Arts, to attend the meeting of Deans of Land Grant Colleges in Madison, Wisconsin, May 5-7, 1925.

Mr. Carl E. Steeb to attend the meeting of the Association of University and College Business Officers in Columbia, Missouri, May 22 and 23, 1925.

Upon the recommendation of the President, it was ordered that, effective with the Summer Quarter 1925, when checks given for payment of fees are not paid on presentation at bank, registration will be cancelled and receipts given considered null and void. A penalty of \$5.00 will be charged for reregistration of such persons. The Secretary was directed to give proper publicity to this rule.

Upon the recommendation of the President, it was ordered that an air washer be installed in the Administration Building at an estimated cost of \$1,500.00.

Upon recommendation of the President, the Business Manager was authorized to purchase a Dodge Coupe costing \$1,180.00.

Upon recommendation of the President, the unexpended balance in the appropriation for roads about the Animal Husbandry Building was appropriated as follows:

To extend a short piece of the main road to the East to connect up with the main road of the campus.....	\$2,700.00
To prepare road surface and treat with heavy asphaltic base oil, Tarvia, or an Asphalt Mixture.....	3,725.00

The Cabinet was authorized to have the above work done.

Upon the recommendation of the President, the unexpended balance in the appropriation for bridge approaches was appropriated for the following work:

To pave the bridge over Olentangy River and riprap the sides of both abutments to prevent water cutting in behind abutments	\$4,000.00
To move the Poultry Building to a new site so that the ramp on South side of the embankment can be finished, thereby giving access to roadway over the River Bridge.....	1,900.00
To raise 800 feet of track 2 feet and widen approach embankment on West of new bridge.....	3,500.00

The Cabinet was authorized to award contracts for the above work.

trust fund for two scholarships of \$7500.00 each, the yearly income from the trust fund to go equally to the two most capable students in the mechanical and electrical courses during their senior year.

Mr. Lamme also made a bequest in the sum of \$6,000.00, of which amount not exceeding \$1,000.00 shall be expended for a die, and the balance shall be held as a trust fund, the yearly income from which shall pay for a gold medal, together with a bronze replica thereof, to be given annually to a graduate of one of the technical departments for meritorious achievement in engineering or the technical arts, and if the accumulation from said fund in the judgment of the beneficiary warrants, two such medals, together with bronze replicas thereof, may be given in one year.

The President also reported that it would be some time before the estate can be closed and this trust established.

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The Secretary presented the following report of the Cabinet dated March 17, 1925. The University Architect explained the details of the report to the Board.

CABINET MINUTES

March 17, 1925.

The Cabinet met in the office of the Secretary at one o'clock.

Present: President Thompson, Messrs. McCracken and Steeb.

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In accordance with advertisement, the following bids were opened and read in public:

ELEVATORS—STARLING-LOVING HOSPITAL

	1	2	Total
Karstner & Hecht.....	\$5,716.00	\$5,341.00	\$11,057.00
Ohio Elevator Company.....	4,752.50	4,427.00	9,180.00
Otis Elevator Company.....	4,720.00	4,557.00	9,277.00
Shepard Elevator Company.....	4,485.00	4,175.00	8,500.00
Haughton Elevator Company.....	5,700.00	5,300.00	11,000.00

PRESIDENT'S RESIDENCE

General Contract

D. W. McGrath.....	\$52,595.00
Boya John & Barr.....	56,500.00
Waugh-Hill Company.....	58,856.00
Steinle-Wolfe Company.....	56,518.00
J. Nadalin & Company.....	58,000.00
Ralph S. Fallon.....	57,500.00

Heating and Plumbing

D. W. McGrath.....	\$ 7,500.00
Waugh-Hill Company.....	8,456.00
Roberts Plumbing Company.....	11,640.00
S. A. Esswein Company.....	8,450.00
Huffman-Wolfe Company.....	8,456.00
R. C. Kaiser.....	10,916.00

Tile Contract

D. W. McGrath.....	\$ 1,290.00
Waugh-Hill Company.....	1,600.00
Ardit Mosaic Tile & Marble Company.....	1,590.00
Columbus Tile Company.....	2,400.00
Wege Marble and Tile Company.....	1,661.00

Electrical Contract

D. W. McGrath.....	\$ 1,000.00
Waugh-Hill Company.....	2,465.00
Electric Power Equipment Company.....	1,947.00
Paul L. Gilmore.....	1,452.00
Central Ohio Electric Company.....	1,673.00
M. G. Beck.....	1,850.00
D. K. Hibbs.....	1,800.00

ALTERNATE BIDS

1. Ribbed and Panel Ceiling—Living Room.	
D. W. McGrath.....	\$ 500.00
Boyajohn & Barr.....	1,200.00
Waugh-Hill Company.....	700.00
Steinle-Wolfe Company.....	550.00
J. Nadalin Company.....	350.00
Ralph S. Fallon.....	900.00
2. Ribbed and Panel Ceiling—Dining Room.	
D. W. McGrath.....	\$ 375.00
Boyajohn & Barr.....	1,000.00
Waugh-Hill Company.....	440.00
Steinle-Wolfe Company.....	425.00
J. Nadalin Company.....	286.00
Ralph S. Fallon.....	850.00
3. Oak Paneling—Living Room.	
D. W. McGrath.....	\$ 1,050.00
Boyajohn & Barr.....	1,200.00
Waugh-Hill Company.....	1,445.00
Steinle-Wolfe Company.....	1,125.00
J. Nadalin Company.....	800.00
Ralph S. Fallon.....	1,600.00
4. Random Width—Oak Flooring.	
D. W. McGrath.....	\$ 500.00
Boyajohn & Barr.....	400.00
Waugh-Hill Company.....	800.00
Steinle-Wolfe Company.....	625.00
J. Nadalin Company.....	900.00
5. Copper vs. Lead.	
D. W. McGrath.....	\$ 1,650.00
Boyajohn & Barr.....	1,600.00
Waugh-Hill Company.....	1,600.00
Steinle-Wolfe Company.....	1,425.00
J. Nadalin Company.....	1,600.00
Ralph S. Fallon.....	1,600.00
6. Cedar Chests.	
D. W. McGrath.....	\$ 220.00
Boyajohn & Barr.....	200.00
Waugh-Hill Company.....	200.00
Steinle-Wolfe Company.....	340.00
J. Nadalin Company.....	180.00
Ralph S. Fallon.....	300.00
7. Stone—Bedford Antique vs. Briar Hill.	
Waugh-Hill Company.....	\$ 300.00
Steinle-Wolfe Company.....	350.00
Ralph S. Fallon.....	200.00

SUBSTITUTIONS

D. W. McGrath	
Concrete foundation walls for birch foundation walls—deduct	
Boyajohn & Barr	\$ 100.00
Linco for Crittall casement sash—deduct.....	2,500.00
International for Crittall casement sash—deduct.....	500.00
Doddington for J. S. MacLean Co., millwork—deduct...	3,000.00
Clark County for J. S. MacLean Co., millwork—deduct..	3,400.00
Waugh-Hill Company	
Competitive millwork for J. S. MacLean Co., millwork—deduct	1,500.00
International for Crittall casement—deduct.....	570.00

COMBINED BIDS

D. W. McGrath & Sons.....	\$62,385.00
Waugh-Hill Company.....	71,377.00

The bids were referred to the State Architect and the University Architect for tabulation and report to the Board of Trustees April 3, 1925.

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The Secretary presented the following reports from the State Architect and the University Architect covering the bids received for

4-4-'25

two electric passenger elevators for Starling-Loving Hospital and the President's residence:

Columbus, Ohio, March 25, 1925.

Mr. C. E. Steeb, Secretary,
Board of Trustees,
Ohio State University.

Dear Sir—From an examination of the bids received March 17, 1925, for two electric passenger elevators for the Starling-Loving Hospital, we submit the following report:

- (1) All bidders complied with the specifications.
 - (2) The bid of the Shepard Elevator Company of Cincinnati was the lowest, being..... \$ 8,500.00
 - (3) The University Electrician made a personal examination of their plant and also several installations which had been in successful operation.
 - (4) From an examination of their bid, their plant and their installations, it is recommended to the Board of Trustees that the bid of the Shepard Elevator Company be accepted for the two Electric Passenger Elevators for Starling-Loving Hospital.
- | | |
|--------------------------------------|-------------|
| Architect's Estimated Cost..... | \$12,500.00 |
| Shepard Elevator Company's bid..... | 8,500.00 |
| Estimated cost in excess of bid..... | \$ 4,000.00 |

The above bid complies with all requirements.

Respectfully submitted,

(Signed) G. W. DILLAHUNT,
University Electrician.

(Signed) JOS. N. BRADFORD,
University Architect.

(Signed) HERBERT B. BRIGGS,
State Architect and Engineer.

Columbus, Ohio, April 1, 1925.

Mr. C. E. Steeb, Secretary,
Board of Trustees,
Ohio State University.

Dear Sir—From an examination of the bids, received March 17, 1925, for the erection of a President's Residence, on the campus of the Ohio State University, the following report is presented for the consideration of the Board of Trustees:

The specifications for this building called for four contracts, namely: General Contract, Heating and Plumbing Contract, Tile Contract, and Electrical Contract.

Of the six General Contractors submitting proposals, two presented combined proposals for all four contracts. They were:

D. W. McGrath & Sons.....	\$62,385.00
Waugh-Hill Company.....	\$71,377.00

These combined bids were conditioned upon the acceptance of the total of all four. In other words, their combined bids could not be separated.

The bid of the Waugh-Hill Company, being in excess of the Architect's Estimated Cost, could not be considered.

In reference to the combined bid from D. W. McGrath & Sons, which is within the Architect's Estimated Cost, the following explanation is given for deeming it unwise to accept it:

Article 12 of the Specifications states in part that "The contractor shall, if so required, submit with his proposal a list of sub-contractors." Upon written request, D. W. McGrath & Sons refused to furnish the Architect with the names of their sub-contractors for the Heating and Plumbing, Tile Work, and Electrical Work. For this reason, the Architect could not form an opinion nor satisfy himself as to the experience and responsibility of these sub-contractors.

The amounts stated by D. W. McGrath & Sons in their combined bid are Heating and Plumbing, \$7,500.00; Tile Work, \$1,290.00; Electrical, \$1,000.00. These amounts are so far below the lowest bids received from responsible and reliable contractors, March 17, 1925, that it would be unwise and would invite no end of trouble to accept this combined bid.

Following the above, this report will present the analysis of the separate proposals called for in the specifications:

The two lowest bids submitted for the General Contract—

D. W. McGrath & Sons.....	\$52,595.00
Boyajohn & Barr.....	\$56,500.00

require an explanation to put them on the same basis.

D. W. McGrath & Sons include two alternates not stated in their bid.

Boyajohn & Barr bid, as per specifications, including Crittall Casement Sash and J. S. MacLean Millwork. They offer as an alternate "Linco" Casement Sash with a deduction of..... \$2,500.00
Doddington Millwork with a deduction of..... \$3,000.00

These alternates make a total deduction of..... \$5,500.00
which deducted from their base bid, will reduce their bid to \$51,000.00, and being on the same basis as D. W. McGrath & Sons' bid, is lower by..... \$1,595.00

D. W. McGrath stated verbally that their base bid did not include Crittall Casement Sash and J. S. MacLean Millwork.

Accepting Boyajohn & Barr's deduction for alternate No. 5. \$1,600. (copper substituted for lead for roofing), will reduce their bid to \$49,400.00.

D. W. McGrath & Sons' deduction for Alternate No. 5 is \$1,650.00, reducing their bid to \$50,945.00, which is \$1,545.00 higher than the bid of Boyajohn & Barr.

Of the contractors, submitting bids for the Heating and Plumbing Contract only, that of the Samuel A. Esswein Company is the lowest, being \$8,450.00.

Of the contractors, submitting bids for the Tile Contract only, that of the Ardit Mosaic Tile & Marble company is the lowest, being \$1,590.00.

Of the contractors, submitting bids for the Electrical Contract only, that of the Paul L. Gilmore Company is the lowest, being \$1,452.00.

Therefore, it is recommended to the Board of Trustees that the following proposals be accepted:

4-4-'25

(1) General Contract to Boyajohn & Barr.....	\$49,400.00
(2) Heating and Plumbing Contract to Samuel A. Esswein Heating and Plumbing Company.....	8,450.00
(3) Tile Contract to the Ardit Mosaic Tile & Marble Company..	1,590.00
(4) Electrical Contract to Paul L. Gilmore Company.....	1,452.00
Total	\$60,892.00
Architect's Estimated Cost.....	\$62,500.00
Architect's Estimated Cost in excess of bids.....	\$ 1,608.00

All of the above proposals comply with all requirements.

Respectfully submitted,

(Signed) HERBERT B. BRIGGS, (Signed) JOS. N. BRADFORD,
State Architect and Engineer. *University Architect.*

* * * * *

Upon motion, the above recommendations were approved and the Secretary was directed to prepare contracts as recommended by the Architects, as follows:

<i>Two Electric Passenger Elevators in Starling-Loving Hospital</i>	
Shepard Elevator Company.....	\$ 8,500.00
<i>President's Residence</i>	
General Contract, Boyajohn & Barr.....	\$49,400.00
Tile Contract, Ardit Mosaic Tile & Marble Company.....	1,590.00
Heating and Plumbing, The Samuel A. Esswein Heating and Plumbing Company.....	8,450.00
Electrical, Paul L. Gilmore Company.....	1,452.00

* * * * *

Thereupon, the Board adjourned to meet April 16, 1925, 9:30 a. m., at the University.

Attest:

(Signed) CARL E. STEEB, (Signed) L. E. LAYBOURNE,
Secretary. *Chairman.*

OFFICE OF THE BOARD OF TRUSTEES THE OHIO STATE UNIVERSITY

Columbus, Ohio, April 16, 1925.

The Board of Trustees met at the University at 10 a. m., pursuant to adjournment.

Present: L. E. Laybourne, Chairman; John Kaiser, Mrs. Alma Paterson, and Julius F. Stone.

* * * * *

The minutes of the last meeting were approved.

* * * * *

The President made a statement concerning the inconsistency in the rules governing the hours of student social affairs and, upon his recommendation, the President, the Dean of Women, and the House Superintendent were requested to submit to the Trustees a recommendation concerning this matter.

* * * * *

4-16-'25

Upon recommendation of the President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>College of Agriculture</i>			
Curtis May	Grad. Asst., Botany	Mar. 21, 1925	\$ 500.00
<i>College of Commerce and Journalism</i>			
M. F. Gaudian	Reader, Dept. Economics	Mar. 30, 1925	150.00
Richard C. Webster	Reader, Dept. Geography	Mar. 19, 1925	150.00
Hilda Guth	Stenographer	Apr. 3, 1925	960.00
<i>College of Engineering</i>			
E. F. Ferguson	Asst., Elec. Engineering	July 1, 1925	1,000.00
Harry W. Bruck	Machinist, Mech. Engr.	Mar. 31, 1925	1,800.00
George Richey	Laborer, Mech. Engr.	Apr. 20, 1925	900.00
<i>College of Veterinary Medicine</i>			
Olen R. Wimer	Groom	Mar. 31, 1925	1,200.00
<i>Operation and Maintenance</i>			
W. D. Beach	Painter	Mar. 31, 1925	1,260.00
Edward Stratton	Painter	Mar. 31, 1925	1,200.00
Delmer Devese	Painter's Helper	Mar. 31, 1925	1,080.00
Louis Trotter	Janitor	Apr. 6, 1925	1,080.00
William Pohle	Janitor	Mar. 31, 1925	1,140.00
Charles Lyons	Janitor	Mar. 31, 1925	1,140.00
Guston Royston	Janitor	Mar. 31, 1925	1,140.00
Lawrence Mack	Fireman	Apr. 16, 1925	1,680.00
<i>University Press</i>			
E. G. Patterson	Linotype Operator	Apr. 6, 1925	2,288.00
*	*	*	*

Upon recommendation of the President, the following appointments were made and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
Carl N. Gibboney	County Agr. Agent	Apr. 16, 1925	\$2,500.00
	Supp. Extension Funds.....	\$133.33	
	Preble County Funds.....	75.00	
		\$208.33	
Walter W. Wyckoff	Automobile Maintenance.....	\$600.00	
	County Agr. Agent	Apr. 1, 1925	2,200.00
	Smith-Lever Funds.....	\$133.33	
	Noble County Funds.....	50.00	
		\$183.33	
	Automobile Maintenance.....	\$600.00	
<i>College of Agriculture</i>			
Pearle E. Williams	Grad. Asst., Botany	Apr. 1, 1925	55.00 mo.
<i>College of Arts, Philosophy, and Science</i>			
Henry Melville Sayre	Grad. Asst., English	Mar. 31, 1925	150.00 for Spring Quar. only
<i>College of Commerce and Journalism</i>			
Harold E. Stewart	Reader, Geography	Mar. 30, 1925	50.00 Quar.
Elvin F. Donaldson	Reader, Economics	Mar. 30, 1925	50.00 Quar.
Helen Dayton	Clerk	Mar. 21, 1925	960.00
<i>College of Education</i>			
William E. Moffatt	Asst., Prin. of Educ.	Spring Quarter	200.00 for Spring Quar. only
Rose Thall	Stenographer	Mar. 11, 1925	960.00

College of Engineering

A. G. Conrad	Asst., Elec. Engr.	Summer Quarter	1,000.00
Martin Hamm	Stud. Asst., Mech. Engr.	Apr. 1, 1925	30.00 mo.
Clark M. Humphreys	Stud. Asst., Mech. Engr.	Apr. 1, 1925	30.00 mo.
Robert H. Koehler	Stud. Asst., Mech. Engr.	Apr. 1, 1925	21.00 mo.
Poster J. Young	Stud. Asst., Mech. Engr.	Apr. 1, 1925	21.00 mo.

College of Medicine

Edwin S. Shane	Stud. Asst., Phys. Chem.	Apr. 1, 1925	50.00 Quar.
George W. Bond	Asst., Bacteriology	Spring Quarter	for Spring Quar. only 300.00
Emma Blair	Maid	Mar. 1, 1925	for Spring Quar. 540.00

College of Veterinary Medicine

Robert Millington	Groom	Apr. 1, 1925	1,200.00
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Library

Max W. Johnston	Library Asst., (½ time)	Apr. 1, 1925	30.00 mo.
Elsie Tidyman	Library Asst., (½ time)	Apr. 1, 1925	30.00 mo.

Operation and Maintenance

John H. Elleman	Helper (Roads & Grounds)	Mar. 23, 1925	1,380.00
Milford Bainter	Engineer	Apr. 6, 1925	1,860.00
Otis Betts	Painter	Apr. 6, 1925	1,260.00
Jesse Barr	Painter	Apr. 2, 1925	1,080.00
L. A. Christian	Painter's Helper	Apr. 6, 1925	1,080.00
H. E. Goldston	Janitor	Apr. 6, 1925	1,080.00
John F. Hill	Janitor	Apr. 1, 1925	1,080.00
Joe Walker	Janitor	Apr. 1, 1925	1,140.00
Peter J. Marquette	Janitor	Apr. 1, 1925	1,140.00
Thad S. Blackwood	Janitor	Apr. 1, 1925	1,140.00
William H. Shelton	Janitor	Apr. 7, 1925	1,140.00

University Press

William H. Ziebold	Linotype Operator	Apr. 7, 1925	2,288.00
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Upon recommendation of the President, the following change in title was made:

College of Medicine

Julia French	from Dishwasher	to Assistant Cook	Mar. 1, 1925
*	*	*	*

Upon recommendation of the President, the following changes in salary were made:

Agricultural Extension

O. R. Keyser	County Agr. Agent, Stark County	Apr. 1, 1925	from \$2,500	to \$3,000
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College of Medicine

Julia French	Assistant Cook	Mar. 1, 1925	540	720
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Library

Clarence C. Myers	Library Assistant	Apr. 1, 1925	30 mo.	50 mo.
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Operation and Maintenance

Charles Carter	Janitor	Apr. 1, 1925	1,080	1,140
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Upon motion, the following recommendations of the President were approved:

That Joe F. Dill, Engineer, be granted leave of absence without salary, effective April 1, 1925.

That Irwin L. Walker, Wiper, be granted leave of absence without salary, effective April 1, 1925.

That the teaching schedule of Miss Dorothy Sumption, Instructor in Physical Education, be changed from the Autumn, Winter, and Spring Quarters to the Autumn and Winter Quarters.

That the teaching schedule of H. C. Hockett, Professor in American History, be changed from the Summer, Autumn, and Winter Quarters to the Summer, Autumn, Winter, and Spring Quarters.

That the teaching schedule of Arthur C. Cole, Professor in American History, be changed from the Autumn, Winter, and Spring Quarters to the Autumn and Winter Quarters.

That the teaching schedule of Milton Percival, Professor of English, be changed from the Summer, Autumn, and Winter Quarters to the Summer, Autumn, Winter, and Spring Quarters.

That the teaching schedule of Mrs. Milton Percival, Instructor in English, be changed from the Autumn, Winter, and Spring Quarters to the Autumn and Winter Quarters.

* * * * *

Upon recommendation of the President, the following budget for the Department of Physical Education was adopted for the Summer Quarter, 1925:

Women's Division

Elizabeth P. Maris	Instructor	First Term	\$ 400.00
Edith Bond	Instructor	First Term	400.00
Pianist		First Term	150.00
Medical Examinations		Summer Quarter	150.00

Men's Division

H. G. Olsen	Assistant Professor	First Term	500.00
Supplies and Equipment (Playground)			100.00

* * * * *

Upon recommendation of the President, the following travel was authorized, subject to the approval of the State Emergency Board, the expense to the State to include railroad fare and Pullman only:

Professor William T. Magruder, Department of Mechanical Engineering, to represent the University at a meeting of the American Society of Mechanical Engineers at Milwaukee, Wisconsin, May 18-21, 1925.

Professor Herbert A. Toops, Department of Psychology, to attend the meeting of the College Vocational Guidance Section of the Personnel Research Federation at the National Research Council to be held in Washington, D. C., May 22-23, 1925.

* * * * *

The President presented a report from the Deans, to whom had been referred the request of the Special Committee of the Board of Trustees asking for recommendations as to the consolidation, transfer or realignment of Departments in the various College organizations. Inasmuch as this report was noncommittal and offered no recommendations whatever, it was ordered filed.

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Upon the recommendation of the President, it was ordered that beginning with the Autumn Quarter, South Hall shall be set aside for use as a nurses' home.

* * * * *

4-16-'25

Upon the recommendation of the President, it was ordered that the Morrill Fund for 1924-1925 be expended for equipment and the President was directed to authorize the Purchasing Agent to place orders for such equipment as the President may approve.

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Upon motion, it was ordered that in the preparation of the 1925-1926 budget, the President provide for a Department of Industrial Engineering in the College of Engineering.

* * * * *

The Board now recessed to examine proposed sites for the President's Residence. Upon reconvening, it was ordered that the President's Residence be located on the site now occupied by the Astronomer's Residence.

Upon motion, it was ordered that the Residence now occupied by the Astronomer be moved to a location approximately 450 feet south of that selected for the President's Residence.

Upon motion, the Secretary was directed to notify Mrs. H. C. Lord that it is the desire of the Board of Trustees that the house she now occupies be vacated.

* * * * *

Upon motion, the following cancellations and appropriations in H. B. 622 G-2 Buildings were made:

Appropriate

Agricultural Engineering Building.....	\$1,513.11
Cables	210.00
Robinson Laboratory.....	350.57

Cancel

Starling-Loving Hospital.....	\$2,073.68
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* * * * *

Upon recommendation of the University Architect, the following extras to contracts for the Starling-Loving Hospital were approved.

E. H. Latham Company.....	\$ 921.63
Wege Marble & Tile Company.....	2,135.00
Samuel A. Esswein Heating & Plumbing Company.....	23.35

* * * * *

Upon recommendation of the University Architect, the following deductions to contracts for the Starling-Loving Hospital were approved:

E. H. Latham Company.....	\$4,074.75
Wege Marble & Tile Company.....	151.00

* * * * *

Thereupon, the Board adjourned to meet at 9 a. m., April 25, 1925, at the University, for the purpose of completing the preparation of the by-laws of the Board of Trustees.

Attest:

(Signed) CARL E. STEEB, *Secretary*.

(Signed) LAWRENCE E. LAYBOURNE,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, April 25, 1925.

The Board of Trustees met at the University at 9 a. m., pursuant to adjournment.

Present: L. E. Laybourne, Chairman; John Kaiser, Mrs. Alma Paterson, Julius F. Stone.

* * * * *

The minutes of the last meeting were approved.

* * * * *

The Secretary reported that in choosing a definite location for the site of the former Astronomer's Residence, the Cabinet has concluded that a site 100 feet south of Eleventh Avenue and approximately 150 feet west of the present Nurses' Home will be more desirable than the site originally agreed upon on Twelfth Avenue. The Secretary reported further that the price for moving the house will be \$150.00 less to the Eleventh Avenue site than to the Twelfth Avenue site.

Upon motion, it was agreed that the house should be moved to the proposed Eleventh Avenue site, and the Cabinet was authorized to award the contracts for the excavation and foundation and to remodel the house in accordance with plans submitted by the University Architect.

* * * * *

Upon recommendation of the President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
Mary L. Lahmering	Stenographer	Apr. 30, 1925	\$1,080.00
H. A. Stevens	County Agr. Agent, Erie County	Apr. 15, 1925	3,000.00
W. D. Hunnicutt	County Agr. Agent	Apr. 30, 1925	4,000.00
B. P. Hess	County Agr. Agent	Apr. 30, 1925	1,800.00
<i>College of Agriculture</i>			
Foster L. Gambrell	Grad. Asst., Zoology & Ent.	Apr. 30, 1925	500.00
<i>College of Arts</i>			
Lambert A. Shears	Instructor, German	Apr. 30, 1925	2,400.00
<i>College of Commerce and Journalism</i>			
Russell E. Lyons	Asst., Business Organization	Mar. 31, 1925	800.00
<i>College of Education</i>			
Mildred Baker	Clerk	May 15, 1925	1,020.00
<i>Physical Plant Division</i>			
Inez Toy	Laundress	Apr. 20, 1925	780.00
*	*	*	*

Upon recommendation of the President, the following appointments were made and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

4-25-'25

Name	Title	Date Effective	Annual Rate
<i>College of Agriculture</i>			
Marion W. Boesel	Grad. Asst., Zoology & Ent.	May 1, 1925 for May and June	\$ 500.00
<i>College of Arts</i>			
Emilie Balz	Instructor, German	Apr. 20, 1925	300.00 for Spring Quar.
<i>College of Commerce and Journalism</i>			
William R. Kaufman	Asst., Business Organization	Apr. 1, 1925	65.00 mo. for Spring Quar.
F. P. Brasseur	Reader, Business Organization	Spring Quarter	15.00 mo. for Spring Quar.
<i>College of Education</i>			
Clyde R. Miller	Lecturer, School Admin.	June 22, 1925 1st term, Sum. Quar.	500.00
<i>Physical Plant Division</i>			
Fred E. Henkel	Janitor	Apr. 20, 1925	1,140.00
Nellie Gilmour	Laundress	Apr. 20, 1925	780.00
*	*	*	*

Upon recommendation of the President, the following increase in salary was made:

Agricultural Extension

Dorothy Toole	Stenographer, Home Econ.	May 1, 1925	from \$ 960	to \$1,080
*	*	*	*	*

Upon recommendation of the President, the following travel was authorized, subject to the approval of the State Emergency Board, the expense to the State to include railroad fare and Pullman only:

Dr. J. E. Hagerty, Dean of the College of Commerce and Journalism, to attend the meeting of the National University Extension Association to be held at the University of Virginia April 30 to May 2, 1925.

Dr. J. E. Hagerty, Dean, College of Commerce and Journalism, to attend the National Conference on Social Work to be held at Denver, Colorado, June 10-18, 1925.

* * * * *

The following members of the Faculty now appeared before the Board to discuss the alignment of Departments in Colleges:

William McPherson
Raymond Osburn
J. E. Hagerty
J. R. Hopkins
A. D. Cole

* * * * *

Upon request, Dean Dye appeared before the Board to discuss the present short course in Pharmacy. After hearing from Dean Dye and upon the recommendation of the President, it was unanimously agreed to abolish the short course in Pharmacy June 30, 1926, and no new students are to be entered in this course from this date forward.

* * * * *

The special committee of the Board having under discussion the revision of the by-laws, submitted its report and upon motion, this

report was made a special order of business for the next meeting of the Board of Trustees, to be held at 9 a. m., May 14, 1925, at the University.

* * * * *

The Secretary reported a communication from the Citizens Trust and Savings Bank announcing that this bank was the executor of the will of the late Maria S. Wright, and that under the terms of this will there is bequeathed to the historical room of Ohio State University the portrait of Lieutenant Commander A. H. Wright.

The Secretary was directed to accept this picture on behalf of the University and when received to loan the picture to the Archaeological and Historical Society, for exhibiting purposes.

* * * * *

The Chairman presented a request for the consent of the Board of Trustees to the assignment of the lease existing between the Board of Trustees and Mr. Harvey Cockell for the rental of South Hall to the Provident Mortgage Company of Columbus, Ohio. At the present time this lease, by consent of this Board, has been assigned to the Columbian Building and Loan Company.

Upon motion, the Board agreed to consent to the assignment of the lease to the Provident Mortgage Company as soon as the assignment already made to the Columbian Building and Loan Company is cancelled.

* * * * *

Thereupon, the Board adjourned to meet at 9 a. m., May 14, 1925, at the University.

Attest:

(Signed) CARL E. STEEB, *Secretary*.

(Signed) LAWRENCE E. LAYBOURNE,
Chairman.

* * * * *

OFFICE OF THE BOARD OF TRUSTEES THE OHIO STATE UNIVERSITY

Columbus, Ohio, May 14, 1925.

The Board of Trustees met at the University at 9 a. m., pursuant to adjournment.

Present: L. E. Laybourne, Chairman; John Kaiser, Mrs. Alma Paterson, Julius F. Stone, Herbert S. Atkinson, Harry Caton.

* * * * *

The minutes of the last meeting were approved.

* * * * *

Upon recommendation of the President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>College of Commerce and Journalism</i>			
William R. Kaufman	Reader, Business Organization	Apr. 1, 1925	150.00

College of Medicine

Jessie Haney	Janitress, Univ. Hospital	Apr. 30, 1925	750.00
*	*	*	*

Upon recommendation of the President, the following appointments were made and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>College of Engineering</i>			
Robert T. Simpson	Machinist in Mech. Engr.	May 5, 1925	\$1,800.00
John P. Kramer	Laborer in Mech. Engr.	May 5, 1925	900.00

Operation and Maintenance

Fred R. Rhodes	Fireman	Apr. 6, 1925	1,680.00
W. E. Steel	Carpenter	Apr. 27, 1925	1,920.00
George W. Newman	Janitor	May 1, 1925	1,140.00
*	*	*	*

Upon recommendation of the President, the following change in title was made:

College of Medicine—University Hospital

Martha Davis	Diet Kitchen Maid	from	to	May 1, 1925
*	*	*	*	*

Upon recommendation of the President, the following increase in salary was made:

College of Medicine—University Hospital

Martha Davis	Janitress	May 1, 1925	from	to
*	*	*	\$ 600	\$ 750
			*	*

Upon motion, the following recommendations of the President were approved:

That J. C. Ludlum, Janitor, be granted leave of absence without pay, during the months of May and June.

That Frederick E. Croxton be granted leave of absence for the year 1925-1926 in order that he may accept the appointment to the Columbia University fellowship.

That Professor B. A. Eisenlohr be appointed acting head of the Department of German during the absence of Professor M. B. Evans.

That the following amounts be appropriated from the Engineering Experiment Station Funds for active projects:

1. Ohio Stream Flow.....	\$ 170.00
2. Gasification of Ohio Coals.....	150.00
10. Sulphur Dioxide Fumes from Smelter.....	300.00
17. Soil Survey Relative to Road Failures.....	185.00
29. Economical Use of Coal.....	110.00
45. Ignition on Performance of Gas Engines.....	100.00
46. The X-Ray Analysis of Alloy Steels.....	165.00
51. The Betterment of Ohio Coal.....	1,100.00
52. O. S. U. Broadcasting Station Circular.....	100.00

and the following amounts for new projects:

53. Flow or Plasticity of Concrete, by Professor J. R. Shank	\$ 500.00
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That the President be authorized to increase the budget as presented in the amount of \$1,450.00 for Physical Education for the

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Summer Quarter, 1925, in accordance with Board action already taken.

Upon recommendation of the President, the following travel was authorized, subject to the approval of the State Emergency Board, the expense to the State to include railroad fare and Pullman only:

Dr. Wesley G. France, of the Department of Chemistry,
to attend the National Symposium on Colloid Chemistry at
the University of Minnesota, June 17, 18, and 19, 1925.

* * * * *

Upon recommendation of the President, Dr. Manning Willis Manahan, a graduate of the Cleveland Homeopathic Hospital College in 1882, was granted a certificate similar to that given to other graduates of the Colleges of Medicine.

* * * * *

The President reported that in accordance with action taken at the meeting of April 4, 1925, the collection of Indian relics given to the Ohio State University under the will of the late Benjamin G. Lamme has been received and deposited with the Ohio State Archaeological and Historical Society.

Upon motion, the Secretary was directed to acknowledge to the executors the receipt of the above collection and to express to the executors the appreciation of the Trustees for the promptness with which this bequest has been carried out.

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The Chairman presented a protest against the Cooperative Supply Store signed by High Street merchants. This report was referred to a committee consisting of Mr. Atkinson, Mrs. Paterson and Mr. Kaiser for examination and report to the Board.

* * * * *

The President presented the budget for the Agricultural Extension Service for 1925-1926 and upon his recommendation, the budget was adopted as follows:

THE OHIO STATE UNIVERSITY

AGRICULTURAL COLLEGE EXTENSION SERVICE

SOURCES OF INCOME

1925-1926

State Appropriation.....	\$239,700.00
Smith-Lever Fund.....	176,106.99
Supp. Extension Fund.....	52,668.07
Regular U. S. D. A. Funds.....	9,900.00
Institute Funds from Counties.....	15,400.00
<hr/>	
Total	\$493,775.06
County Agent Funds from Counties.....	191,530.00
<hr/>	
Grand Total.....	\$685,305.06

PROJECT NO. 1—ADMINISTRATION

	Smith-Lever Federal	State	Supp. Ext. Fund	Supp. Ext. Fund Offsetting	Not-Offsetting State	County
<i>Personnel, etc.</i>						
H. C. Ramsower,						
Salary	\$ 3,750.00				\$ 1,250.00	
Expenses	430.32				269.68	
Geo. B. Crane, salary..	1,500.00	\$ 2,300.00				
Orleta Loar, salary...		1,200.00				
Tessa Webb, 2-3 time salary	840.00					
H. L. Fackler, salary					1,500.00	
Esther Calhoun, salary	960.00					
J. A. Bond, salary...	1,500.00					
Ralph Sprung, salary..					1,200.00	
Student Labor,						
Chart Making, etc..	320.00	80.00			500.00	
<i>Office Supplies</i>						
Small Printing	2,500.00				1,500.00	
Stationery	800.00					
Office Supplies	200.00	1,000.00				
Postage	200.00				1,500.00	
Express, Freight	300.00					
Communication	700.00				750.00	
Educational Supplies..					300.00	
<i>Equipment</i>						
Office	500.00	300.00				
Educational					2,200.00	
Automobile	300.00					
<i>Materials</i>						
Motor Supplies	550.00					
General Plant					350.00	
Repairs					100.00	
<i>Contingent Fund</i>						
Reserve Fund for						
Transfers	986.40					
	\$16,318.72	\$ 4,880.00			\$11,419.68	
Total for Project No. 1.....						\$32,618.40

PROJECT NO. 1-A—EDITORIAL WORK

<i>Personnel, etc.</i>						
J. E. McClintock,						
Part salary	\$ 1,200.00					
J. R. Fleming, salary		\$ 3,300.00				
Expenses				\$ 300.00		
J. S. Crossman, salary	2,000.00					
Expenses				300.00		
Ethel Cadley, salary..		2,400.00				
C. E. Wilson, salary..		2,700.00				
Dorothy Holmes, salary		1,140.00				
Eleanor Beall, salary..		1,020.00				
	\$ 3,200.00	\$10,560.00		\$ 600.00		
Total for Project No. 1-A.....						\$14,360.00

PROJECT NO. 1-B—PUBLICATIONS

<i>Printing and Distribu- tion of Publications</i>						
Printing Bulletins ...	\$ 8,500.00			\$ 2,000.00		
Cuts	600.00			200.00		
Stanley Gordon, salary				1,080.00		
Labor of Mailing.....				170.00		
	\$ 9,100.00			\$ 3,450.00		
Total for Project No. 1-B.....						\$12,550.00

PROJECT NO. 2—COUNTY AGENTS

	Smith-Lever Federal	State	Supp. Ext. Fund	Supp. Ext. Fund Offsetting	Not-Offsetting State	County
<i>Personnel, etc.</i>						
* \$1,500						
W. W. Brownfield,						
Salary	\$ 2,500.00					
Expenses		\$ 800.00				
* \$1,200						
G. R. Eastwood,						
Salary		2,800.00				
Expenses		800.00				
D. S. Myer, salary....		2,000.00			\$ 2,000.00	
Expenses		800.00				
* \$1,200						
B. B. Spohn, salary...		2,800.00				
Expenses		800.00				
Teresa Russell, salary.	1,080.00					
Conferences	1,940.00					
Assistant County Agents,						
Salary					3,600.00	
<i>County Agents</i>						
Anderson, S. L., salary	1,600.00			\$ 900.00		
Travel in County...				600.00		
Augustus, E. K., salary	1,600.00			900.00		
Travel in County...				600.00		
Barnes, Lyle H., salary	1,600.00			900.00		
Travel in County...				600.00		
Misc. Expenses.....						\$ 700.00
Barnhart, W. S., salary	1,466.66				133.34	1,640.00
Travel in County...						600.00
Misc. Expenses						60.00
Beal, T. M., salary...	1,466.66				133.34	1,400.00
Travel in County...						600.00
Blair, F. F., salary...	1,600.00			900.00		
Travel in County...				600.00		
Bluck, W. L., salary...	1,600.00			400.00		
Travel in County...				600.00		
Misc. Expenses				318.07		181.93
Boltz, Geo. E., salary	1,600.00			1,400.00		
Travel in County...				600.00		
Boyd, Jos. H., salary...	1,600.00			900.00		
Travel in County...				600.00		
Bragg, John D., salary	1,600.00					
Travel in County...						
Brinker, H. R., salary	1,600.00			800.00		
Travel in County...				600.00		
Misc. Expenses						100.00
Bruning, U. F., salary	1,600.00			900.00		
Travel in County...				600.00		
Geauga County, salary	1,600.00					1,400.00
Travel in County...						600.00
Cave, R. A., salary...	1,600.00			900.00		
Travel in County...				600.00		
Class, C. F., salary...	1,466.67				133.33	900.00
Travel in County...						600.00
Claypoole, H. H., salary	1,600.00			900.00		
Travel in County...				600.00		
Collings, Banks, salary	1,600.00			900.00		
Travel in County...				600.00		
Cunningham, O. L.,						
Salary	1,600.00			900.00		
Travel in County...				600.00		
Dooley, H. A., salary...	1,600.00			2,900.00		
Travel in County...				600.00		
Misc. Expenses						1,000.00
Dustman, G. A., salary	1,600.00			600.00		
Travel in County...				600.00		
Ellis, Wm., Jr., salary	1,600.00			400.00		
Travel in County...				600.00		

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	Smith-Lever	Supp.	Supp.	Ext. Fund	Not-Offsetting	
	Federal	State	Ext. Fund	Offsetting	State	County
Fieldner, C. G., salary		1,600.00		900.00		
Travel in County...				600.00		
Ford, W. H., salary...		1,600.00		600.00		
Travel in County...				600.00		
Fankhouser, Paul,						
Salary		1,600.00		900.00		
Travel in County...				600.00		
Gardner, R. W., salary		1,600.00		900.00		
Travel in County...				600.00		
Misc. Expenses						200.00
Gibboney, C. N., salary		1,600.00		900.00		
Travel in County...				600.00		
Gilkey, J. R., salary...		1,600.00		900.00		
Travel in County...				600.00		
Haag, P. E., salary...	2,400.00					
Travel in County...	100.00					500.00
Hall, F. G., salary...		1,600.00		1,800.00		
Travel in County...				600.00		
Misc. Expenses						1,100.00
Hampson, C. M., salary		1,600.00		1,300.00		
Travel in County...				600.00		
Harrod, B. S., salary...		1,600.00		900.00		
Travel in County...				600.00		
Hawkins, E. W., salary		1,600.00		900.00		
Travel in County...				600.00		
Hedge, J. C., salary...		1,466.67			133.33	2,000.00
Travel in County...						600.00
Hedge, A. M., salary...	2,400.00					
Travel in County...	100.00					500.00
Heffron, S. R., salary		1,600.00		900.00		
Travel in County...				600.00		
Henceroth, J. W.,						
Salary		1,466.66			133.34	900.00
Travel in County...						600.00
Herrman, D. T., salary	1,600.00			900.00		
Travel in County...				600.00		
Hervey, J. D., salary...	1,600.00			2,900.00		
Travel in County...				600.00		
Misc. Expenses						1,500.00
Hoddinott, I. S.,						
Salary	1,466.66			1,250.00	133.34	
Travel in County...				600.00		
Johnson, T. H., salary	1,600.00			800.00		
Travel in County...				600.00		
Misc. Expenses						100.00
Keyser, O. R., salary...	1,466.67				133.33	1,400.00
Travel in County...						600.00
Kreitler, G. W., salary	1,600.00			900.00		
Travel in County...				600.00		
Lang, R. W., salary...	1,600.00					800.00
Travel in County...						600.00
Misc. Expenses						100.00
Lewis, H. S., salary...	1,600.00					900.00
Travel in County...						600.00
Lower, Floyd, salary...	1,600.00					900.00
Travel in County...						600.00
Mayer, L. B., salary...	1,600.00					900.00
Travel in County...						600.00
Miller, Dwight P.,						
Salary	1,600.00					600.00
Travel in County...						600.00
Misc. Expenses						300.00
Miller, Guy W., salary	1,600.00					1,500.00
Travel in County...						600.00
Moser, R. E., salary...	1,600.00					900.00
Travel in County...						600.00
Munger, R. W., salary			\$ 1,466.67		133.33	900.00
Travel in County...						600.00
Musgrove, G. C., salary			1,466.67		133.33	900.00
Travel in County...						600.00

	Smith-Lever	Supp.	Ext. Fund	Not-Offsetting	
	Federal	State	Ext. Fund	Offsetting	State County
Myers, M. R., salary...			1,600.00		800.00
Travel in County...					600.00
Misc. Expenses					600.00
Neff, J. C., salary....			1,600.00		1,600.00
Travel in County...					600.00
Pendry, J. W., salary..			1,600.00		1,600.00
Travel in County...					600.00
Misc. Expenses					800.00
Porter, Stanley, salary			1,600.00		900.00
Travel in County...					600.00
Prince, F. S., salary...			1,600.00		900.00
Travel in County...					600.00
Raymond, E. R., salary			1,600.00		1,600.00
Travel in County...					600.00
Misc. Expenses					380.00
Reed, E. H., salary....			1,466.67	133.33	900.00
Travel in County...					600.00
Allen County, salary...			1,600.00		900.00
Travel in County...					600.00
Misc. Expenses					1,000.00
Rowe, E. M., salary...			1,600.00		900.00
Travel in County...					600.00
Rowland, C. E., salary			1,600.00		900.00
Travel in County...					600.00
Rule, G. K., salary....			1,600.00		900.00
Travel in County...					600.00
Sandhammer, Frank,					
Salary			1,600.00		900.00
Travel in County...					600.00
Schmidt, J. P., salary			1,600.00		900.00
Travel in County...					600.00
Schrivver, J. L., salary	2,200.00				
Travel in County...	100.00				500.00
Senn, C. M., salary...			1,600.00		900.00
Travel in County...					600.00
Shilliday, N. H., salary			1,600.00		900.00
Travel in County...					600.00
Ashtabula County, salary			1,600.00		900.00
Travel in County...					600.00
Smith, A. H., salary...			1,600.00		900.00
Travel in County...					600.00
Smith, R. C., salary...			1,466.67	133.33	2,220.00
Travel in County...					600.00
Misc. Expenses					180.00
Taylor, F. P., salary...			1,600.00		900.00
Travel in County...					600.00
Thayer, H. F., salary			1,600.00		900.00
Travel in County...					600.00
Thomas, R. M., salary			1,600.00		900.00
Travel in County...					600.00
Misc. Expenses					1,500.00
Timmons, G. W., salary			1,600.00		800.00
Travel in County...					600.00
Misc. Expenses					1,600.00
Townsend, E. F., salary			1,600.00		900.00
Travel in County...					600.00
Vandervort, C. W.,					
Salary			1,600.00		900.00
Travel in County...					600.00
Wallace, R. W., salary			1,600.00		900.00
Travel in County...					600.00
Wheeler, T. A., salary			1,466.67	133.33	400.00
Travel in County...					600.00
Whonsettler, J. E.,					
Salary			1,600.00		900.00
Travel in County...					600.00
Williams, E. O., salary	1,600.00				1,200.00
Travel in County...					600.00
Misc. Expenses					1,200.00

	Smith-Lever Federal	State	Supp. Ext. Fund	Supp. Ext. Fund Offsetting	Not-Offsetting State	County
Wyckoff, W. W., salary	1,600.00					600.00
Travel in County...						600.00
Misc. Expenses						300.00
Young, P. A., salary...	2,100.00					400.00
Travel in County...						600.00
Brown County, salary	1,600.00					200.00
Travel in County...						600.00
Misc. Expenses						200.00
Butler County, salary	1,600.00					2,400.00
Travel in County...						600.00
Clermont County, salary	1,600.00					500.00
Travel in County...						
Henry County, salary	1,600.00					1,400.00
Travel in County...						600.00
Misc. Expenses						1,000.00
Fayette County						
Union County						
	\$45,053.33	\$64,533.32	\$45,733.35	\$52,668.07	\$ 7,200.00	\$96,661.93
*U. S. D. A. Fund						
\$3,900.00						
Total University Funds.....						\$166,420.00
Total County Funds.....						\$149,330.00

PROJECT NO. 3-A—FARM CROPS

<i>Personnel, etc.</i>						
W. E. Hanger, salary	\$ 3,800.00					
Expenses	700.00					
Earl Jones, salary....	3,600.00					
Expenses	700.00					
E. P. Reed, salary....	\$ 3,600.00					
Expenses	700.00					
Specialists (part time)						
Salary					\$ 900.00	
Expenses					300.00	
Cecelia Ryan, salary..	480.00					
Members of Dept. Exp.					200.00	
	\$ 4,780.00	\$ 8,800.00			\$ 1,400.00	
Total for Project No. 3-A.....						\$14,980.00

PROJECT NO. 3-B—AGRICULTURAL ENGINEERING

<i>Personnel, etc.</i>						
Virgil Overholt, salary	\$ 3,600.00					
Expenses		\$ 700.00				
R. D. Barden, salary..	2,400.00					
Expenses	700.00					
H. P. Twitchell, salary		2,600.00				
Beatrice Samson,						
1/2-time salary					\$ 480.00	
Members of Dept. Exp.					200.00	
	\$ 6,700.00	\$ 3,300.00			\$ 680.00	
Total for Project No. 3-B.....						\$10,680.00

PROJECT NO. 3-D—HORTICULTURE

<i>Personnel, etc.</i>						
F. H. Beach, salary...	\$ 3,600.00					
Expenses	700.00					
C. S. Holland, salary	\$ 2,700.00					
Expenses	700.00					
Mildred Harris, salary	960.00					
Assistant—Landscape						
Work, 4 mos. salary,					\$ 600.00	
Expenses					200.00	
Members of Dept. Exp.					100.00	
	\$ 4,360.00	\$ 4,300.00			\$ 900.00	
Total for Project No. 3-D.....						\$ 9,560.00

PROJECT NO. 3-E—ANIMAL HUSBANDRY

	Smith-Lever Federal	State	Supp. Ext. Fund	Supp. Ext. Fund Offsetting	Not-Offsetting State	County
<i>Personnel, etc.</i>						
J. W. Wuichet, salary		\$ 2,550.00			\$ 850.00	
Expenses		700.00				
Paul Gerlaugh, salary		1,900.00			1,900.00	
Expenses		700.00				
S. M. Salisbury, salary	\$ 3,600.00					
Expenses		700.00				
L. A. Kauffman, salary	3,400.00					
Expenses		700.00				
Ruth Siegenthaler, Salary	960.00					
Members of Dept. Exp.					200.00	
Instructor—View Herd	250.00				250.00	
	\$ 9,610.00	\$ 5,850.00			\$ 3,200.00	
Total for Project No. 3-E.....						\$18,660.00

PROJECT NO. 3-F—POULTRY HUSBANDRY

<i>Personnel, etc.</i>						
G. S. Vickers, salary		\$ 3,500.00				
Expenses		700.00				
R. E. Cray, salary....	\$ 3,200.00					
Expenses		700.00				
Flo Bailey, ½-time salary	480.00					
Stenographer, ½-time salary	480.00					
Members of Dept. Exp.					\$ 100.00	
	\$ 4,860.00	\$ 4,200.00			\$ 100.00	
Total for Project No. 3-F.....						\$ 9,160.00

PROJECT NO. 3-G—VEGETABLE GARDENING

<i>Personnel, etc.</i>						
N. W. Glines, salary..		\$ 2,900.00				
Expenses		700.00				
		\$ 3,600.00				
Total for Project No. 3-G.....						\$ 3,600.00

PROJECT NO. 3-H—SOILS

<i>Personnel, etc.</i>						
E. E. Barnes, salary..		\$ 2,700.00			\$ 900.00	
Expenses		700.00				
M. V. Bailey, salary..	\$ 3,300.00					
Expenses		700.00				
J. A. Slipher, salary..		3,500.00				
Expenses		700.00				
Soils Asst. (part time)					\$ 1,500.00	
Hazel Monett, ½-time salary					480.00	
Dorothea Worthing, Salary	960.00					
Student Labor	300.00					
Members of Dept. Exp.					200.00	
	\$ 5,260.00	\$ 7,600.00			\$ 3,080.00	
Total for Project No. 3-H.....						\$15,940.00

PROJECT NO. 3-I—ENTOMOLOGY

<i>Personnel, etc.</i>						
T. H. Parks, salary..	\$ 3,800.00					
Expenses		700.00				
Stenographer, part- time salary	480.00					
	\$ 4,980.00					
Total for Project No. 3-I.....						\$ 4,980.00

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PROJECT NO. 4—BOYS' AND GIRLS' CLUB WORK

	Smith-Lever Federal	State	Supp. Ext. Fund	Supp. Ext. Fund Offsetting	Not-Offsetting State	County
<i>Personnel, etc.</i>						
*\$1,500						
W. H. Palmer, salary		\$ 2,500.00				
Expenses		700.00				
O. C. Croy, salary....		3,600.00				
Expenses		700.00				
Guy Dowdy, salary....		3,600.00				
Expenses	\$ 365.28		\$ 334.72			
Hulda Horst, salary..		3,000.00				
Expenses	259.68	440.32				
C. C. Lang, salary....	3,200.00					
Expenses	700.00					
Martha Glover, salary		1,200.00				
Alice Bowers, salary..		1,080.00				
H. E. Eswine, salary..					\$ 2,300.00	
Expenses					600.00	
Conferences	300.00					
Instructors in Boys' and Girls' Club Work for camps and Coun- ty Fairs	1,653.32	346.68			2,500.00	
<i>Club Agents</i>						
*\$600.00						
Bibbee, C. R., salary..		650.00				\$ 1,700.00
Travel in County...						600.00
Brunskill, H. C., salary			1,250.00			650.00
Travel in County...						600.00
Caldwell, C. C., salary			1,250.00			650.00
Travel in County...						600.00
Helt, R. E., salary....			1,250.00			1,400.00
Travel in County...						600.00
Kidd, H. M., salary...			1,250.00			550.00
Travel in County...						600.00
Montgomery, W. W., Salary			1,600.00			400.00
Travel in County...						600.00
Ward, H. S., salary..		1,250.00				1,750.00
Travel in County...						600.00
Waugh, H. R., salary.		1,600.00				650.00
Travel in County...						600.00
Wright, M. R., salary		1,466.67			133.33	950.00
Travel in County...						600.00
Misc. Expenses						
	\$ 6,478.28	\$22,133.67	\$ 6,934.72		\$ 5,533.33	\$14,250.00
*U. S. D. A. Funds						
\$2,100.00						
Total University Funds.....						\$43,180.00
Total County Funds.....						\$14,250.00

PROJECT NO. 5—FARMERS' WEEK

<i>Personnel, etc.</i>						
Farmers' Week Speakers,						
Per diem					\$ 1,200.00	
Expenses					1,125.00	
Assistants, Labor A-2					500.00	
					\$ 2,825.00	
Total for Project No. 5.....						\$ 2,825.00

PROJECT NO. 6-A—HOME ECONOMICS—Clothing

<i>Personnel, etc.</i>						
Edna Callahan, salary					\$ 3,000.00	
Expenses	\$ 700.00					
Jeanette Butler,						
Salary	\$ 3,000.00					
Expenses		700.00				

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	Smith-Lever		Supp.	Supp.	Not-Offsetting	
	Federal	State	Ext. Fund	Ext. Fund	State	County
Anne Biebricker,						
Salary	2,700.00					
Expenses	700.00					
	\$ 6,400.00	\$ 1,400.00			\$ 3,000.00	
Total for Project No. 6-A.....						\$10,800.00

PROJECT NO. 6-B—HOME ECONOMICS—Home Management

<i>Personnel, etc.</i>						
Geneva Bane, salary..	\$ 2,600.00					
Expenses	700.00					
Stenographer, salary..	\$ 960.00					
	\$ 960.00	\$ 3,300.00				
Total for Project No. 6-B.....						\$ 4,260.00

PROJECT NO. 6-C—HOME ECONOMICS—Nutrition

<i>Personnel, etc.</i>						
Alma Garvin, salary..	\$ 2,700.00					
Expenses	700.00					
Lelia Ogle, salary....	\$ 3,000.00					
Expenses	700.00					
	\$ 4,100.00	\$ 3,000.00				
Total for Project No. 6-C.....						\$ 7,100.00

PROJECT NO. 6-D—HOME ECONOMICS—Health

<i>Personnel, etc.</i>						
Wanda Przyluska,						
Salary	\$ 2,900.00					
Expenses	700.00					
	\$ 3,600.00					
Total for Project No. 6-D.....						\$ 3,600.00

PROJECT NO. 7—DAIRYING

<i>Personnel, etc.</i>						
Ivan McKellip, salary	\$ 3,600.00					
Expenses	700.00					
Cecil Allen, Salary....	\$ 960.00				\$ 200.00	
Members of Dept. Exp.						
*Advanced Registry						
Work					3,000.00	
	\$ 960.00	\$ 4,300.00			\$ 3,200.00	
Total for Project No. 7.....						\$ 8,460.00
*F-9 Advanced Registry Work in Dairy Cattle						
Alice Gillam, clerk.....				\$ 960.00		
Stenographer, ½ salary.....				480.00		
Traveling Expenses.....				800.00		
Checking Tests and Supplies.....				460.00		
Telegraph and Telephone.....				300.00		
				\$3,000.00		

PROJECT NO. 8—FARM MANAGEMENT

<i>Personnel, etc.</i>						
*\$1,200.00						
R. F. Taber, salary... \$ 2,600.00						
Expenses	\$ 700.00					
C. R. Arnold, salary..	1,750.00				\$ 1,750.00	
Expenses	700.00					
*\$1,200.00						
E. J. Utz, salary.....	1,400.00					
Expenses	700.00					

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	Smith-Lever		Supp.	Supp.	Not-Offsetting	
	Federal	State	Ext. Fund	Ext. Fund	State	County
Instructor—Rural Sociology, salary					3,000.00	
Expenses					500.00	
Marie Hoffman, salary	1,140.00					
Members of Dept. Exp.					200.00	
	\$ 6,540.00	\$ 2,450.00			\$ 5,450.00	
*U. S. D. A. Funds						
\$2,400.00						
Total for Project No. 8						\$16,840.00

PROJECT NO. 9—PUBLICATIONS—Correspondence Courses

<i>Personnel, etc.</i>						
J. E. McClintock,						
Part salary					\$ 3,000.00	
Expenses					100.00	
Mildred DePue, salary					1,020.00	
Grading and Mailing						
C. C. Lessons A-2					500.00	
C. C. Supplies					300.00	
					\$ 4,920.00	
Total for Project No. 9						\$ 4,920.00

PROJECT NO. 10—FARMERS' INSTITUTES

<i>Personnel, etc.</i>						
F. L. Allen, salary					\$ 2,700.00	\$ 900.00
Expenses					300.00	300.00
Margaret Huffman, salary					1,320.00	
Assistant, 2 mos. salary						500.00
Expenses						250.00
County Institute Speakers						
Per diem					8,250.00	4,750.00
Expenses					3,365.00	4,635.00
Supplementary Institutes						1,415.00
Institute Printing						
					\$15,935.00	\$15,400.00
Total for Project No. 10						\$41,335.00

PROJECT NO. 11—HOME DEMONSTRATION AGENTS

<i>Personnel, etc.</i>						
*\$1,500.00						
Minnie Price, salary ..	\$ 2,300.00					
Expenses					\$ 700.00	
Blanche Bowers, salary		\$ 3,000.00				
Expenses	700.00					
Adele Koch, salary	3,000.00					
Expenses	700.00					
Helen Toole, salary	1,080.00					
Conferences	300.00					
<i>Home Dem. Agents</i>						
Addis Barthelmeh,						
Salary	1,600.00				\$ 500.00	
Travel in County					600.00	
Misc. Expenses					1,900.00	
Thelma Beall, Salary	1,250.00				950.00	
Travel in County					600.00	
Misc. Expenses					450.00	
Edith M. Childs, salary	1,250.00				1,150.00	
Travel in County					600.00	
Misc. Expenses					250.00	
Catherine Christen,						
Salary	1,250.00				1,350.00	
Travel in County					600.00	
Misc. Expenses					50.00	
Nancy Folsom, salary	1,600.00				950.00	
Travel in County					600.00	

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	Smith-Lever Federal	State	Supp. Ext. Fund	Supp. Ext. Fund Offsetting	Not-Offsetting State	County
Miriam Hawkins,						
Salary	1,600.00					700.00
Travel in County...						100.00
Misc. Expenses						900.00
Alta Kizer, salary....	1,250.00					600.00
Travel in County...						850.00
Dee Maier, salary....		1,250.00				600.00
Travel in County...						100.00
Misc. Expenses						1,250.00
Nelle Spensley, salary	1,250.00					600.00
Travel in County...						650.00
Eunice Teal, salary...	1,250.00					600.00
Travel in County...						
Florence M. Walker,						
Salary	1,250.00					1,050.00
Travel in County...						600.00
Misc. Expenses						1,150.00
Margaret Walker, salary	1,600.00					800.00
Travel in County...						600.00
Misc. Expenses						500.00
Florence F. York, salary	1,600.00					500.00
Travel in County...						600.00
Misc. Expenses						400.00
Two Additional Home						
Agents—12 months		3,200.00				1,500.00
Two Additional Home						
Agents—10 months.	2,666.66					
Two Additional Home						
Agents—6 months..	1,600.00					
Cuyahoga County						
	\$24,646.66	\$11,900.00			\$ 700.00	\$27,950.00
*U. S. D. A. Funds						
\$1,500.00						
Total University Funds.....						\$38,746.66
Total County Funds.....						\$27,950.00

PROJECT NO. 12—MARKETING

<i>Personnel, etc.</i>						
B. A. Wallace, salary \$	3,200.00					
Expenses	700.00					
C. W. Hammans, salary	3,600.00					
Expenses	700.00					
	\$ 8,200.00					
Total for Project No. 12.....						\$ 8,200.00

The Board now proceeded to the consideration of the annual budget. After some consideration, it was unanimously agreed to lay the budget on the table.

The President presented the following memorandum concerning the establishment of a sub-station of the Ohio Agricultural Experiment Station at the Ohio State University:

AN UNDERSTANDING PROVIDING FOR AGRICULTURAL RESEARCH AT THE COLLEGE OF AGRICULTURE, OF THE OHIO STATE UNIVERSITY

It is hereby provided that a sub-station of the Ohio Agricultural Experiment Station shall be established with the College of Agriculture of the Ohio State University at Columbus, Ohio.

Members of the resident faculty of the College of Agriculture may, upon recommendation of the heads of the departments concerned, the Dean of the College of Agriculture and the President of the University, be appointed to the Station staff in the usual way, to carry on work at this sub-station.

5-14-'25

Ultimately the Experiment Station shall pay one-fourth of the salary of the members of the College faculty who are appointed to its staff, unless otherwise agreed upon. Present appropriations will not permit this payment during the coming biennium, but the Station shall, in the future, include in its budget requests for the funds necessary to carry out this arrangement.

The members of the College faculty who are appointed to the Station staff shall be responsible in their research work to the head of the Station department with which they are connected, and the results of their work shall be published under the same conditions as those of the other members of the staff.

Before projects are planned and submitted for consideration there shall be a conference of the members of the departments concerned and duplication avoided as far as possible.

All new projects shall be submitted through the head of the Station department to the Director of the Station for approval and shall be passed upon as are other Station projects before being undertaken.

Projects now under way shall be taken over by the Station and handled from now on as new projects, except as by mutual agreement adjustments and assignments may be made to avoid duplication.

It is further agreed that all expenses for this research work at the College of Agriculture in excess of rotary funds shall be provided by the Experiment Station from appropriations made for sub-station work, which shall be included in all future budgets.

Upon motion, the plan as presented above was approved and the President of the University and the Dean of the College of Agriculture were authorized to work with the Director of the Station in putting said agreement into effect.

* * * * *

Upon recommendation of the Dean of the College of Arts and the President, it was agreed to combine the present Departments of Latin and Greek and to call the new department the Department of Classical Languages, effective July 1, 1925.

* * * * *

The President was directed to appoint a delegate to represent the University at the seventy-fifth anniversary of Hiram College, Hiram, Ohio, June 13-15, 1925.

* * * * *

Upon motion, it was agreed to hold the June meeting on Friday, June 12, 1925, 9:00 a. m., at the University.

* * * * *

Thereupon, the Board adjourned to meet in special session Saturday, May 23, 1925, 9:00 a. m., at the University.

Attest:

(Signed) CARL E. STEEB, (Signed) L. E. LAYBOURNE,
Secretary. Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, May 23, 1925.

The Board of Trustees met at the University at 9 a. m., pursuant to adjournment.

Present: L. E. Laybourne, Chairman; John Kaiser, Mrs. Alma W. Paterson, Julius F. Stone, Herbert S. Atkinson, Harry A. Caton.

The minutes of the last meeting were approved.

* * * * *

The Chairman presented the following communication from the President:

May 23, 1925.

To the Board of Trustees,
Ohio State University,
Columbus, Ohio.

Gentlemen—I hereby resign the presidency of the Ohio State University, to become effective November 5, 1925, when, if living, I shall have attained the age of seventy years.

I recognize the importance of a public policy on such issues as may be involved in tenure of office and therefore ask the concurrence of the Board in my desire.

Few men have had a more enjoyable administration and no one has been treated with more uniform good will and kindness. I am deeply grateful for all the good will among all classes and to know that it remains unabated to this day.

With great respect,
Very cordially,

(Signed) WILLIAM OXLEY THOMPSON.

Mr. Stone presented the following resolution which was unanimously adopted:

Be It Resolved: That the resignation of Dr. Thompson be accepted and that coincident with its becoming effective, Dr. Thompson be elected President Emeritus at his present salary; and that because of his long and outstanding service to the State and nation, it is the sense, as well as the earnest desire of the present Board of Trustees, that this arrangement be continued throughout Dr. Thompson's life.

* * * * *

Mr. Laybourne, Chairman of the Special Committee appointed to prepare the by-laws of the Board of Trustees, presented the following proposed by-laws, which were unanimously adopted, said by-laws to become effective July 1, 1925:

BY-LAWS OF THE BOARD OF TRUSTEES

Effective July 1, 1925

CHAPTER I

ORGANIZATION AND MEETINGS OF THE BOARD OF TRUSTEES

Section 1. The corporate authority of the University is vested by law in the Board of Trustees.

The organization of the University and of each of its divisions is provided through these By-Laws. All changes or amendments must receive the favorable action of the Board of Trustees.

MEETINGS

Sec. 2. There shall be regular meetings of the Board of Trustees on the second Monday of each month except in the month of June.

Sec. 3. Special meetings of the Board of Trustees may be ordered upon motion of the Board or called by the Chairman of the Board. The Chairman shall call special meetings upon the written request of three members.

Sec. 4. Unless otherwise ordered, meetings shall be held at the office of the Board of Trustees at the University, beginning at 9:00 a. m.

Sec. 5. A majority of the Board shall constitute a quorum to do business but a majority of all the Board shall be necessary to elect or remove a president or

professor. The general parliamentary rules, as modified by the rules and regulations of the Board, shall be observed in conducting the business of the Board.

ORDER OF BUSINESS

Sec. 6. The order of business at all meetings shall be as follows:

1. Roll call.
2. Approval of minutes of preceding meetings.
3. Election of officers.
4. Report of the President.
5. Report of committees.
6. Communications, petitions, and memorials.
7. Unfinished and miscellaneous business.
8. New business.

CHAPTER II

OFFICERS OF THE BOARD AND THEIR DUTY

Section 1. The officers shall be chosen at the June meeting of the Board. They shall take office at the beginning of the next fiscal year and shall hold their office for one year and until their successors are elected and qualified.

Sec. 2. The Chairman, when present, shall preside at all meetings of the Board; shall sign the journal of all proceedings of the Board; shall perform such duties as usually pertain to this office, and such other duties as may be assigned by the Board and except as otherwise specifically provided by the rules of the Board, he shall be governed in his action by the usual parliamentary procedure. All committees shall be appointed by the Chairman, unless otherwise ordered by the Board.

Sec. 3. The Vice-Chairman shall, in the absence of the Chairman, assume the duties of the Chairman as outlined in the preceding paragraph.

Sec. 4. The Secretary and Business Manager shall be responsible for the business affairs of the University, and in all these matters he shall be responsible to the Board of Trustees through the President of the University.

Sec. 5. As secretary, he shall be custodian of the books and papers of the Trustees, and of the University seal. He shall in all proper cases authenticate the acts of the Board by affixing said seal and shall conduct the ordinary correspondence of the Board. He shall attend all meetings of the Board (except when excused) and keep a correct journal of the same. He shall attend all meetings of the committees (except when excused) and shall keep a correct record of the proceedings.

Sec. 6. As business manager, his duties shall be as prescribed below: He shall be the financial officer of the University. He shall receive all moneys due the University and shall pay the same over to the State Treasurer or to the Treasurer of the University in accordance with the law. He shall maintain such systems of accounting as shall conform to the fiscal policy of the state as well as the standard form of uniform accounting for colleges and universities as now established in the middle west universities.

He shall be responsible for and have general supervision over the officers and employees of the Physical Plant.

Sec. 7. He shall give bond to the State of Ohio for the use of the University in the sum of fifty thousand dollars, and conditioned upon the faithful performance of his duties and for the payment to the State Treasurer and Treasurer of the University of all moneys coming into his hands as such officer; said bond shall be signed by a surety company authorized to do business in the State of Ohio and the premium thereon shall be paid by the University; said bond shall be filed with the Treasurer of the University.

Sec. 8. He shall furnish to each member of the Board and to the President of the University reports showing the financial condition of the University.

Sec. 9. He shall also perform such other duties as may be assigned by the Board of Trustees.

Sec. 10. The Treasurer of the University shall receive such moneys as, in accordance with law, are not to be deposited with the State Treasurer. He shall keep an accurate account of all moneys received and disbursed by him, and at the end of each fiscal year he shall submit to the Board a detailed statement of all moneys received and disbursed, and at the close of his term of office he shall deliver over all moneys, books, and other properties then in his possession to his successor in office.

Sec. 11. He shall give bond, payable to the State of Ohio, for the use of the University, in the sum of twenty-five thousand dollars, for the safe keeping of said funds, and for the payment of the same in accordance with the rules of the Board, and for the faithful performance of his duties as treasurer. Said bond shall be signed by a surety company authorized to do business in the State of Ohio, and the premium thereon shall be paid by the University. Said bond shall be approved by the Attorney General and filed with the Secretary of State.

CHAPTER III

ORGANIZATION OF THE OFFICE OF THE PRESIDENT

The President

Section 1. The President shall be the executive head of the University. It shall be his duty to enforce all rules and regulations of the Board, and he is hereby clothed with all authority requisite to that end.

Sec. 2. He shall be the presiding officer of the University Faculty; he shall be a voting member of the University Faculty and of all college faculties. He shall be the representative and general executive of the Board of Trustees in all University affairs except as otherwise directed by the Board.

Sec. 3. All professors shall be responsible to him through their deans for the faithful and efficient performance of their duties. All other members of the departments shall be responsible to the heads of their several departments and through them to the dean and President.

Sec. 4. He shall have charge of the assignment of rooms for the use of the several departments of instruction. His approval must be secured for any meetings held in the University Chapel, or in any other room in the University buildings, other than those instructional meetings for which provision is regularly made in the curriculum or the schedule.

Sec. 5. In case of the absence or disability of a professor or teacher, the President shall provide for his work by a temporary assignment from the existing faculty, or by the employment of additional help—reporting all such action to the Board at its next meeting.

Sec. 6. At least one week before the meeting at which the budget is to be considered by the Trustees, the President shall present to each member of the Board the annual budget, or a summary thereof, for the fiscal year beginning July 1, following. The budget shall be based upon a careful estimate of the available income for the year, to be furnished him by the business manager and the said budget shall leave unappropriated a balance of not less than \$25,000.00.

Sec. 7. The ordinary method of communication between the faculty, members of the instructional force, or other officers of the University, and the Board of Trustees, shall be in writing, and shall be presented through the President of the University; provided, however, that this rule shall not be interpreted as in any way limiting the right of communication between the Faculty or other officers of the University and the Trustees, or as in any way limiting the manner in which the Trustees may gain information as to the work of the University. All business to be presented to the Trustees shall be in the hands of the President not later than one week prior to the day of the meeting at which such business is to be considered.

Sec. 8. The deans, members of the faculty, or administrative officers of the University shall submit to the President, official reports on the work in their respective departments or divisions, whenever called upon so to do by the President.

CHAPTER IV

THE ADVISORY STAFF OF THE PRESIDENT

Section 1. The Board of Trustees may elect annually, upon nomination by the President, the following staff officers for the office of the President:

- A Dean of Administration.
- An Executive Secretary to the President.
- Any other staff officers that may be authorized by the Board of Trustees.

Sec. 2. The Dean of Administration shall be under the direction of the President and render such service as the President may require. Among these services he shall make a study of the educational and administrative efficiency of the University and report thereon to the President. He shall serve as assistant in the preparation of the annual budget and perform such other duties as may from time to time be assigned. He shall be a voting member of the University Faculty, the chairman of the Faculty Committee on Instruction, a corresponding member of the Administrative Council, the Library Council, and of all College Faculties.

Sec. 3. The Executive Secretary shall serve as the secretary of the Administrative Council and in the office of the President perform such service as may be assigned by the President. He shall be a corresponding member of the University Faculty.

ADMINISTRATIVE COUNCIL

Sec. 4. The President of the University, the deans of colleges, and the Dean of the Graduate School shall comprise the Administrative Council of the University. The Dean of Administration shall be a corresponding member of the Council. The executive secretary to the President shall be the secretary to the Administrative Council. The Administrative Council shall meet once each week during the academic year and

at such other times as the Council may determine. The Administrative Council shall serve as an advisory council to the President on all proposals for the establishment or the abolition of colleges, schools, departments of instruction, bureaus, curricula, and degrees.

It shall also serve as a council advisory to the President on matters pertaining to educational policies for report to the Board of Trustees, and shall perform any other functions assigned it by the Board of Trustees, the President, or by a vote of reference from the Faculty.

CHAPTER V

ORGANIZATION OF COLLEGES AND DEPARTMENTS

Organization of the Department

Section 1. The department is the unit of university organization for instruction, research, and extension in a defined field of learning.

Sec. 2. The Board of Trustees shall elect annually a chairman for each department, who shall be the administrative head of the department, and who, subject to the approval of the dean, shall be responsible for the educational policies and practices of the department. The professors and assistant professors of each department shall make nominations to the dean of the college of one of their number for the chairmanship. The dean of the college shall transmit these nominations, together with his own recommendations, to the President, who shall make final nomination to the Board of Trustees.

Sec. 3. The chairman of the department shall prepare the annual budget recommendations of the department for the consideration of the dean of the college. The professors and assistant professors in the department shall comprise the departmental budget committee, under the direction of the chairman of the department, for the discussion of departmental budget requests.

Sec. 4. The faculty of the department shall comprise all officers of instruction, research, and extension appointed in the department. The chairman of the department shall be chairman of the faculty of the department. The faculty of the department shall make recommendations on educational policies to the faculty of the college.

Sec. 5. The faculty of the department shall meet upon call of the chairman of the department and not less frequently than once each quarter of the academic year.

Sec. 6. The chairman of the department shall appoint a secretary for the faculty of the department, who shall keep minutes of all meetings with a record of attendance and a record of all actions taken, and forthwith furnish copies of such minutes to the chairman of the department, the dean of the college, and the President of the University.

Sec. 7. The President of the University and the dean of the college are members of the faculty of each department.

Organization of the College

Sec. 8. The administrative head of each college shall be a dean elected annually to that office by the Board of Trustees. The chairman of departments in the college shall make recommendations to the President of the University, who shall make nominations to the Board of Trustees.

Sec. 9. The dean shall be the administrative head of the college, and in this capacity shall preside at the meetings of the College Faculty, prepare the financial budget for the consideration of the President, recommend appointments to the staff in the departments under his charge, and to membership of the College Faculty. The heads of departments in the college shall comprise the college budget committee, under the chairmanship of the dean, for the discussion of the college budget.

Sec. 10. He shall present candidates for degrees to the President of the University at the Quarterly Convocation, serve as a member of the Administrative Council, the Committee on Rules, and the Library Council, and in general be responsible for the progress of educational policies and well-being of the college. He shall prepare for the President an annual report for the fiscal year ending June 30, upon the condition and progress of the college, and submit said report not later than August 1st following. He shall provide the University Editor with the material for the bulletin of the college and for any other publications the college may be authorized to issue, on or before a date prescribed by the President. He shall approve courses of study for students (or delegate this duty to responsible persons), place students delinquent in their studies on probation, and recommend any other disciplinary action to the President of the University.

Sec. 11. The assignment to membership in the several college faculties shall be made by the President of the University on recommendation of the deans concerned, from the list of professors, associate professors, assistant professors, and those instructors who have served the University for at least six quarters. The faculty of the college shall make recommendations on educational policies to the University Faculty.

Sec. 12. The dean of the college shall appoint a secretary for the faculty, who shall keep minutes of all meetings with a record of attendance and a record of all actions taken, and forthwith furnish copies of such minutes to the dean and to the President of the University.

Sec. 13. The faculty of the college shall meet at the call of the dean, and not less frequently than once during each quarter of the academic year.

CHAPTER VI

ORGANIZATION OF THE UNIVERSITY FACULTY

Membership

Section 1. The University Faculty shall be constituted of voting members and corresponding members as follows:

Sec. 2. The voting members shall be the President, the Dean of Administration, the Dean of the Graduate School, the Deans of the Colleges, all members of the staff with the rank of Professor or Professor Emeritus, and other members of the staff while in charge of departments, the Dean of Women, the Librarian, the Registrar, the University Examiner.

Sec. 3. Unless they are already members of the Faculty by virtue of their rank, the corresponding members shall be the secretary of the Faculty, the secretaries of the colleges, the executive secretary to the President, and such other persons as may from time to time be so designated. Corresponding members shall have the privilege of participating in the discussions of the Faculty, but shall not have the right to vote.

Sec. 4. The regular meetings of the University Faculty shall be held on the second Thursday of each month during the academic sessions. A meeting to pass upon candidates for degrees shall be held by special announcement preceding each Quarterly Convocation.

Sec. 5. The legislative authority to establish rules and regulations for the immediate government of the University and students in all that relates to the order and discipline therein, and to affix penalties for the violation thereof, the times of recitation and other matters relating to the internal policy of the University, is vested in the President and the University Faculty, subject to the approval of the Board of Trustees.

Sec. 6. All rules and regulations made by the Faculty or any board or committee appointed by it, shall be subject to the approval of, and may be, from time to time, reviewed, modified, or annulled by the Board of Trustees.

Sec. 7. Absence of any professor or instructor from ordinary service in the University, for any cause other than sickness, must be with the approval of the President of the University, and if for longer than ten days, with the approval of the Board of Trustees.

Sec. 8. All cases of sickness causing absence from classes by members of the Faculty shall be reported immediately by the chairman of the department to the Dean and the President. Provision shall then be made as announced in Chapter III, Section 5.

Sec. 9. Unless by special action of the Trustees, new requirements for admission to the University, new courses of study, or important changes in the existing courses or requirements, shall not be published or go into effect, until they have been recommended by the Faculty or some college of the University, approved by the University Faculty, and adopted by the Board of Trustees. When approved by the University Faculty, the President shall report them to the Board of Trustees with his recommendation thereon, which report shall show the effect upon the operating budget.

Sec. 10. Each instructor in any department shall have the right to transmit, through the chairman of the department, to the dean of his college and to the President any communication bearing upon the work in which he is personally engaged, and the chairman of the department shall promptly transmit to the Dean and to the President any communication so received.

Sec. 11. The secretary of the Faculty shall be custodian of the books and papers of the Faculty. He shall attend all meetings of the Faculty (except when excused), and keep a correct journal of the same.

Sec. 12. He shall furnish to the President for report to the Board of Trustees for its consideration all actions and rules of a general nature passed by the Faculty, requiring the approval or action of the Trustees.

CHAPTER VII

OTHER OFFICERS

Section 1. The Commandant of Cadets, the Chairman of the Department of Physical Education, the University Examiner, the Registrar, the Librarian, the University Editor, and the Director of Student Health Service shall be responsible

to the President and present an annual report for the fiscal year not later than August 1st of each year. Upon request they shall report to the Faculty upon matters under their jurisdiction.

CHAPTER VIII

ORGANIZATION OF INSTRUCTION, RESEARCH, AND UNIVERSITY EXTENSION

Section 1. The University is organized by departments, grouped into colleges, as follows:

CHAPTER IX

THE ACADEMIC STAFF

Academic Ranks

Section 1. Academic appointment in the University shall be made by the Board of Trustees in the following grades:

Professor
Assistant Professor
Instructor
Assistant

Tenure of Appointment

Sec. 2. Although the Board of Trustees is required, under the statutes, to elect the President, members of the Faculty, and all employees annually, it is the desire and intention of the Board that they shall be permanent in their positions, subject to continued efficiency in service and to the limitations of the statutes of Ohio, Section 7896-34, General Code of Ohio, which provides for the automatic retirement of all teachers at the end of the year in which the age of seventy is attained, provided in each case the consent of the employer is secured; but the legal right is reserved to terminate such service at such a time as the Board may deem best for the interest of the University, and all employment must be accepted upon this condition.

Appointments

Sec. 3. The annual budget adopted by the Board of Trustees shall make appointments to all academic ranks and fix salaries therefor for the following year. Such appointments shall be made upon nomination by the President of the University. The President of the University shall receive recommendations from the deans of the respective colleges as to appointments in their colleges. In making recommendations the dean of each college shall consult the members of the college budget committee and the chairmen of departments shall, in turn, consult the members of the departmental budget committee.

Work and Vacation Credit of Members of the Faculties

Sec. 4. Each resident member of a faculty shall give instruction ordinarily during three quarters of the year with a minimum of twelve hours or its equivalent. Members of faculties holding titles below that of Assistant Professor, at the discretion of the President, may be required to give as a minimum fifteen hours of instruction or its equivalent. The extra vacation leave from teaching shall be arranged through the offices of the Dean and President and reported in writing to the Board of Trustees for approval and record. These extra vacations from teaching are intended to provide a method of conserving the professional character of the Faculty, of improving the conditions under which the Faculty works, and should be used for approved research work or such other program of activities as may be approved by the Board of Trustees. Members of the Faculty having leave of absence under the Four-quarter Plan shall first submit to the Dean and the President for recommendation to the Board of Trustees a proposed program of work to be carried on during the term of absence. If the request for leave is approved a report shall be presented to the Dean and the President at the termination of the period upon the work actually done. This report shall be presented to the Board of Trustees. For every quarter or term in a year he may teach, in addition to the number of hours required, he receives according as it may be arranged by the President, either an extra full vacation or an extra two-thirds pro rata salary. In case of resignation vacation credit thus earned is paid on the basis of two-thirds pro rata salary.

Sec. 5. With reference to extra vacation credit the following limitations are to be observed:

(a) No obligation against the University for extra vacation credit shall be created except by vote of the Board of Trustees, on recommendation of the President, in each individual case.

(b) As a rule no member of the Faculty may acquire at a given time more than two quarters extra vacation credit.

(c) No member of the Faculty lower in rank than an Instructor shall be entitled to obtain extra vacation credit.

(d) The Four-quarter Plan shall not apply to executive or administrative officers, to directors of bureaus, or other employees of the University not carrying

an approved teaching load, but shall apply only to members of the teaching staff carrying an approved teaching load under contract of record with the Board of Trustees.

CHAPTER X

UNIVERSITY INSTRUCTION

University Year

Section 1. The university year shall be divided into four quarters with not less than thirty-four weeks in any given three quarters. The Summer Quarter shall be the first quarter in the university year and shall be divided into two terms of six weeks each.

Entrance Requirements

Sec. 2. Entrance requirements to the several colleges of the University shall be adopted by the Board of Trustees upon recommendation of the University Faculty transmitted through the President. In making recommendations as to entrance requirements, the University Faculty shall receive recommendations from the faculties of the colleges affected.

Classification of Courses

Sec. 3. Classification of courses for each college shall be adopted by the Board of Trustees upon recommendation from the University Faculty transmitted by the President. As a basis for recommendations to the Board of Trustees the University Faculty shall receive recommendations from the college faculties.

Degrees and Certificates

Sec. 4. Degrees and certificates shall be awarded by vote of the Board of Trustees upon recommendation of the University Faculty, transmitted by the President.

Sec. 5. All diplomas issued to those receiving degrees from the University shall be signed by the Chairman and Secretary of the Board of Trustees and by the President of the University.

Fellowships and Scholarships

Sec. 6. Fellows and Scholars in the several departments of the University shall be appointed in the same manner as assistants.

Registration

Sec. 7. The University Faculty may adopt regulations for the registration of students which the President of the University may refer to the Board of Trustees for approval.

Students—General Rules

Sec. 8. All term bills, laboratory deposits, and fees required from students must be paid previous to, and as a condition of registration. Instructors shall not permit students to enter classes in their respective departments unless notified by the Registrar. Instructors shall not permit students to engage in laboratory work unless first shown a receipt from the Bursar for deposits paid.

Sec. 9. All incidental, tuition, laboratory, and other fees and deposits to be charged students shall be determined by the Board from time to time.

Sec. 10. Fees are not returnable except in case of sickness and for causes entirely beyond the control of the student. No part of the fees shall be returned for voluntary withdrawal of the student or enforced withdrawal thirty days after the registration. Students withdrawing under discipline, forfeit all rights to the return of any part of the fees. No fees will be returned in case of withdrawal of students until thirty days have elapsed from the date of withdrawal.

CHAPTER XI

RESEARCH

Libraries

Section 1. The University Librarian and the University Library staff shall be appointed by the Board of Trustees upon recommendation of the President of the University.

Sec. 2. The Librarian shall be responsible for the proper administration of the University Library and shall report directly to the President. He shall make nominations and recommendations to the President as to appointments and salaries of the Library Staff. He shall present an annual report for the fiscal year ending June 30, not later than August 1st following, to the President on the condition and progress of the Library.

Sec. 3. The Library shall consist of all books, magazines, papers, pamphlets, or maps purchased with University money or acquired by the University, or any of its

departments, through appropriations by the Board or by gifts or exchange. All books, magazines, papers, pamphlets, and maps owned by the University and in the possession of various departments shall be recorded and catalogued by the Librarian.

The Library Council

Sec. 4. The Library Council shall be composed of the President, the Deans of the several colleges and of the Graduate School, and the Librarian, and shall, in an advisory capacity, direct the policy and administration of the Library. The Dean of Administration shall be a corresponding member of the Library Council.

CHAPTER XII

UNIVERSITY EXTENSION

Public Use of University Facilities

Section 1. The use by the public of any University library, museum, laboratory, or any other University facility, shall be governed by rules and regulations adopted by the Board of Trustees.

Public Lectures

Sec. 2. The University may establish a bureau of public lectures under the administrative supervision of the President. Rules and regulations governing the activities of this bureau may be recommended by the University Faculty, provided that the President of the University shall refer any or all such rules and regulations to the Board of Trustees for adoption.

University Press

Sec. 3. The Board of Trustees shall appoint the staff of the University Press upon recommendation of the President.

Correspondence Instruction

Sec. 4. Rules and regulations governing instruction by correspondence may be adopted by the Board of Trustees upon recommendation of the President.

Correspondence instruction, when authorized by the Board of Trustees, shall be conducted by the departments of the University.

CHAPTER XIII

STUDENT LIFE

Discipline

Section 1. The President of the University is responsible for the discipline of the students of the University and shall have final authority in all such matters. The President of the University may refer specific cases of university discipline to the Administrative Council or to any other group of the Faculty or students for recommendation.

Sec. 2. The deans of colleges and chairmen of departments, respectively, are responsible to the President for the discipline of all students in the activities of the colleges and departments.

Student Organizations and Publications

Sec. 3. All student activities shall be conducted by student organizations under rules and regulations adopted by the Administrative Council. The President of the University, upon recommendation from the Administrative Council, shall appoint a member of the Faculty as the Faculty Counselor to each student organization, and all activities of the student organization shall be subject to the approval of such Faculty Counselor, provided that any student organization, through its administrative officers, may appeal to the Administrative Council from the decisions of the Faculty Counselor.

CHAPTER XIV

OTHER OFFICERS—EDUCATIONAL DIVISION

Dean of Women

Section 1. The Board of Trustees, upon nomination of the President, shall elect annually a Dean of Women, who shall be responsible to the President and shall perform such duties and shall exercise such authority as to the discipline of women students as may be delegated from time to time by the President. The Dean of Women shall prepare and submit to the President for the approval of the Board of Trustees rules and regulations for the women students.

Superintendent of Dormitories

Sec. 2. The Board of Trustees, upon nomination of the President, shall elect annually a House Superintendent, who shall be the administrative officer of the dormitories for women. In all matters pertaining to policies and regulations, the House Superintendent shall be responsible to the President. In all matters pertaining

to the business administration of the dormitories she shall be responsible to the Business Manager. The House Superintendent shall be responsible for all house discipline, and shall report all matters requiring University discipline to the Dean of Women. The House Superintendent shall prepare and submit to the President for the approval of the Board of Trustees rules and regulations for dormitory occupancy.

Student Health Service

Sec. 3. The President shall organize the student health service of the University and recommend to the Board of Trustees the appointment of members of the staff, together with rules and regulations for the conduct of the service.

The Registrar

Sec. 4. The Registrar shall have general charge of the registration and records of students and shall perform such other duties as may be assigned from time to time by the President.

The Registrar shall prepare and be responsible for the University time schedule and the assignment of rooms, subject to the direction of the President.

The University Editor

Sec. 5. The University Editor shall have general charge of the publication of University catalogues and bulletins and other similar publications.

The University Examiner

Sec. 6. The chairman of the Entrance Board exercising the functions of University Examiner shall have charge of the admission of students to all colleges and schools of the University.

CHAPTER XV

ADMINISTRATIVE SERVICES

Section 1. The administrative services of the University, including the offices of the Comptroller, Purchasing Agent, the Director of Stores and Receiving, the Superintendent of Buildings and Grounds, and the University Architect, the Mailing Department, the business administration of the dormitories for women, shall be under the executive authority of the Business Manager and Secretary of the Board of Trustees.

THE UNIVERSITY CABINET

Sec. 2. The President, Business Manager, Superintendent of Buildings and Grounds, and the University Architect shall constitute a cabinet for the consideration of the maintenance, repair, construction, and improvement of the physical plant.

The Cabinet shall hold stated meetings each week and shall be responsible to the Board of Trustees.

The Cabinet shall maintain a record of all its actions, which record shall be presented to the Board of Trustees.

RULES

Sec. 3. Rules and regulations for such administrative services shall be adopted by the Board of Trustees upon recommendation of the President of the University.

CHAPTER XVI

FINANCE

The Budget

Section 1. The annual budget as adopted by the Board of Trustees shall govern all transactions involving financial obligations. The budget shall comprise classifications, in accordance with the Budget System adopted by the State of Ohio.

Personal Service

Sec. 2. Salaries shall be paid in twelve monthly installments. The Business Manager shall approve vouchers on the Auditor of State in payment of such installments of salaries as they fall due. The salaries of instructors in the Summer Session shall be paid in two equal installments and the Business Manager shall approve vouchers on the Auditor of State as they fall due. The monthly salary installments shall fall due and become payable on the last day of each month.

Sec. 3. Payment for personal service on the hourly basis and all other unclassified services shall be made when properly approved invoices covering such services are received from the department incurring the obligation. After such vouchers have been properly audited in the office of the Business Manager, the Business Manager shall approve vouchers on the Auditor of State in payment of such services.

Maintenance

Sec. 4. All expenditures for current expenses, equipment, improvements, and new construction shall be made from the budget allowances for maintenance. Invoices

for all purchases must bear the approval of the Receiving Clerk. All invoices for improvements and new construction must bear the approval of the University Architect or the Superintendent of Buildings and Grounds. After such invoices have been properly audited in the office of the Business Manager, the Business Manager shall approve vouchers on the Auditor of State in payment of such invoices.

Endowments, Rotary Funds, and Gifts

Sec. 5. Expenditures from the Endowment Funds, and receipts from rotary funds and gifts for specific purposes shall be made in like manner as outlined in Section 4.

CHAPTER XVII

CIVIL SERVICE

Section 1. All requests for personal service coming under the terms of the State Civil Service law shall be filed with the President. After such request has been approved by the President, the Business Manager shall make formal application to the Civil Service Commission for certification for the kind of service required.

Sec. 2. The Business Manager shall act as the appointing officer of the University in all positions covered by the State Civil Service.

CHAPTER XVIII

MISCELLANEOUS

Section 1. All circular letters, pamphlets, or statements written in the interest or name of the University, or of any college or department of the University and intended for distribution, shall bear the approval of the President before the same shall be printed.

Sec. 2. Buildings of the University shall not be named after living persons.

Sec. 3. Service in the University assumes high character, personal life above reproach and free from just criticism. A failure in these particulars will be construed as strictly as inefficiency in academic requirements.

CHAPTER XIX

AMENDMENTS

Adoption of Amendments

Section 1. Amendments to these By-Laws may be adopted by a majority vote of the Board of Trustees at any regular meeting of the Board.

Recommendations as to Amendments

Sec. 2. The University Faculty is authorized to make recommendations, through the President, to the Board of Trustees as to amendments of the By-Laws.

* * * * *

The Chairman reported the death of Assistant Professor J. B. Preston, which occurred Wednesday, May 20th, 1925, and recommended that the May and June installments of Professor Preston's salary be paid to the widow. The recommendation of the Chairman was unanimously approved.

* * * * *

Mr. Laybourne resigned as member of the Board of Control of the Faculty Club and upon motion, Mr. Stone was selected as his successor.

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Upon motion, Mrs. Alma W. Paterson was appointed to represent the Board of Trustees as a member of the Pomerene Board of Control.

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Upon motion, Mr. Herbert S. Atkinson was appointed to represent the Board of Trustees as a member of the Athletic Board.

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Dean Hagerty now appeared before the Board and made a statement concerning a proposed Bureau of Business Research. No action was taken on Mr. Hagerty's suggestion.

* * * * *

The Trustees now proceeded to further consideration of the annual budget for 1925-1926 as presented by the President. The following amendments to the budget were agreed to:

Omit salary J. B. Preston.....	\$1,800.00	
Omit Assistant Librarian (Law).....	1,800.00	
Reduce salary J. W. Wilce.....	2,500.00	
Reduce salary Inventory Clerk.....	300.00	
Reduce salary Dean of Women.....	400.00	
Reduce salary Teaching Fellow (Philosophy).....	150.00	
Total reductions.....		\$6,950.00
Increase salary W. L. Graves.....	\$ 250.00	
Increase salary A. W. Hodgman.....	400.00	
Increase salary E. L. Beck.....	500.00	
Total Addition to Budget.....		1,150.00
Net Reduction of Budget.....		\$5,800.00

Upon motion, the salary budget for 1925-1926, as presented by the President and amended above, was unanimously adopted. The detailed budget as amended is as follows:

COLLEGE OF AGRICULTURE

ADMINISTRATION

Alfred Vivian	Dean	\$ 6,000.00
True G. Watson	Secretary of College.....	2,800.00
Bessie M. Freet	Secretary to Dean.....	1,200.00
Anna Haynes	Stenographer	960.00
Nora Peck	Stenographer	960.00
Eleanore K. Fisher	Stenographer	960.00
Anna S. Miller	Stenographer	960.00
Frances Summers	Stenographer	960.00
Helen Coleman	Stenographer	960.00
Evelyn Tomlinson	Stenographer	960.00
Effa Harm	Stenographer	960.00
Ruth Phillips	Stenographer	960.00
Jane Allen	Stenographer	960.00
Beatrice Samson	Stenographer	960.00
Hazel Monett	Stenographer	960.00
Flo Bailey	Stenographer	960.00
Cecelia Ryan	Stenographer	960.00
		\$ 21,520.00

AGRICULTURAL CHEMISTRY

John F. Lyman	Professor	\$ 4,500.00
R. C. Burrell	Assistant Professor.....	3,000.00
E. F. Almy	Assistant Professor.....	2,700.00
Carl P. Hinkle	Instructor	1,500.00
	Assistant	900.00
	Graduate Assistant.....	500.00
		\$ 13,100.00

AGRICULTURAL EDUCATION

W. F. Stewart	Professor (12 mos.).....	\$ 3,000.00
		\$ 3,000.00

AGRICULTURAL ENGINEERING

G. W. McCuen	Professor	\$ 4,250.00
C. O. Reed	Professor	4,250.00
P. B. Potter	Assistant Professor.....	3,300.00
Benton M. Stahl	Instructor	2,700.00
Walter Umbstaetter	Mechanic (12 mos.).....	1,500.00
J. T. Miller	Mechanic (12 mos.).....	1,400.00
M. S. Klinck	Assistant (10 mos.).....	750.00
		\$ 18,150.00

ANIMAL HUSBANDRY

Carl W. Gay	Professor	\$ 6,000.00
C. S. Plumb	Professor	4,000.00
D. J. Kays	Professor	4,000.00
J. S. Coffey	Professor	4,000.00
C. T. Conklin	Assistant Professor	4,200.00
John R. Kimber	Graduate Assistant	500.00
Walter R. Krill	Graduate Assistant	500.00
		<hr/>
		\$ 23,200.00

ANIMAL HUSBANDRY--EMPLOYEES

David M. Fyffe	Superintendent of Live Stock (house)	\$ 1,800.00
Paul Jackson	Dairy Cattle Herdsman	1,440.00
William Franklin	Shepherd	1,440.00
Robert Watson	Groom	1,440.00
Judson Solomon	Swine Herdsman	1,440.00
Cecil Bayes	Beef Cattle Herdsman	1,260.00
Alexander Blockhall	Herdsman	1,200.00
L. G. Souders	Assistant Shepherd	1,080.00
Ray Garrett	Assistant Dairy Cattle Herdsman	1,080.00
J. T. Laws	Assistant Swine Herdsman	1,080.00
H. T. Laws	Laborer	1,080.00
Jefferson Severe	Laborer	1,080.00
Alvin McAdow	Laborer	1,080.00
Joseph Miller	Laborer	1,080.00
L. H. Myers	Laborer	960.00
William Whitacre	Pavilion Groom	960.00
Clarence Schwan	Student Laborer	240.00
		<hr/>
		\$ 19,740.00

BOTANY

E. N. Transeau	Professor	\$ 5,000.00
J. H. Schaffner	Professor	3,500.00
W. G. Stover	Professor	3,500.00
H. C. Sampson	Professor	3,500.00
A. E. Waller	Assistant Professor	3,250.00
L. H. Tiffany	Assistant Professor	2,500.00
J. D. Sayre	Assistant Professor	2,500.00
	Instructor	1,500.00
R. A. Dobbins	Instructor	1,500.00
Bernard S. Myer	Instructor	1,500.00
J. S. Crabb	Assistant (12 mos.)	1,200.00
Harman A. Runnels	Assistant	1,000.00
	Assistant	1,000.00
	Graduate Assistant	500.00
	Graduate Assistant	500.00
	Graduate Assistant	500.00
	Student Assistant	300.00
	Student Assistant	300.00
	Student Assistant	300.00
	Student Assistant	300.00
	Student Assistant	300.00
		<hr/>
		\$ 35,450.00

DAIRYING

Oscar Erf	Professor	\$ 4,500.00
R. B. Stoltz	Professor	4,000.00
H. D. Drain	Assistant Professor	2,500.00
D. S. Kochheiser	Instructor	2,100.00
J. B. Seelig	Laborer	1,080.00
	Graduate Assistant	500.00
		<hr/>
		\$ 14,680.00

FARM CROPS

J. B. Park	Professor	\$ 4,000.00
C. G. Williams	Professor (non-resident)	No salary
C. J. Willard	Assistant Professor	3,000.00
H. L. Borst	Instructor	2,200.00

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R. H. Livingston	Assistant (12 mos.)	\$ 1,320.00
Marion T. Meyers	Instructor	900.00
	Graduate Assistant	500.00

\$ 11,920.00

FARM OPERATIONS

Thomas D. Phillips	Assistant Professor and Superintendent of Farm	\$ 3,000.00
John DeWitt	Mechanic (house)	1,500.00
Lloyd Blackburn	Mechanic	1,200.00
Charles Pugh	Head Teamster (house)	1,200.00
M. Peck	Teamster	1,080.00
B. L. Johnson	Laborer	1,080.00
John Long	Laborer	1,080.00
S. N. Bell	Laborer	1,080.00
H. L. Bosart	Laborer	1,080.00
A. M. Farley	Laborer	1,080.00
Homer Clark	Laborer	1,080.00

\$ 14,460.00

HOME ECONOMICS

Faith R. Lanman	Professor	\$ 4,000.00
Grace G. Walker	Professor	3,600.00
Maude G. Adams	Professor (part salary)	1,800.00
June Findley	Assistant Professor	2,800.00
Hughina McKay	Assistant Professor	2,800.00
Alice Donnelly	Professor	2,500.00
Eunice Ryan	Instructor	2,400.00
L. Maybelle Cornell	Instructor	2,200.00
Elsie Steiger	Instructor	2,000.00
Elizabeth C. Cooley	Instructor	1,500.00
Leona R. Peckham	Instructor	1,500.00
Glenna Schlitt	Assistant	1,400.00
	Assistant	1,125.00
	Graduate Assistant	675.00
	Student Assistant	300.00
	Student Assistant	300.00
	Student Assistant	135.00

\$ 31,035.00

HORTICULTURE AND FORESTRY

W. Paddock	Professor	\$ 4,500.00
William R. Sears	Professor	3,500.00
L. M. Montgomery	Professor	3,300.00
A. C. Hottes	Professor	3,000.00
A. D. Taylor	Professor (non-resident)	750.00
George L. Lynch	Assistant Professor	2,500.00
N. W. Scherer	Assistant Professor	2,250.00
F. G. Charles	Instructor	2,160.00
Elusina Lazenby	Instructor	1,500.00
John Morrison	Assistant (12 mos.) (house)	1,860.00
John Hussey	Assistant (12 mos.)	1,860.00
J. E. Shanck	Assistant (12 mos.)	1,400.00
Joseph Haigh	Laborer	1,080.00

\$ 29,660.00

LAKE LABORATORY

F. H. Kreeker	Assistant Director	\$ 500.00
M. E. Stickney	Instructor in Botany	350.00
C. H. Kennedy	Instructor in Entomology	350.00
S. R. Williams	Instructor in Zoology	350.00

\$ 1,550.00

POULTRY HUSBANDRY

E. L. Dakan	Professor	\$ 3,750.00
Roy E. Roberts	Instructor	1,800.00
Arthur Bayes	Superintendent Poultry Plant (12 mos.)	1,800.00
William Potts	Laborer (12 mos.)	1,080.00

\$ 8,430.00

RURAL ECONOMICS

J. I. Falconer	Professor	\$ 5,000.00
C. G. McBride	Assistant Professor	3,600.00
C. E. Lively	Assistant Professor	3,600.00
F. L. Morison	Instructor	2,500.00
Myrtle Souders	Clerk	960.00
Irma Earle	Clerk	960.00
Margie Hoffman	Stenographer	960.00
John F. Dowler	Assistant	360.00

\$ 17,940.00

SOILS

Firman E. Bear	Professor	\$ 4,500.00
Robert M. Salter	Assistant Professor	2,400.00
Guy W. Conrey	Assistant Professor	1,500.00
George M. McClure	Instructor	2,700.00
Charles L. Thrash	Instructor	2,400.00
George Valley	Instructor (Winter)	500.00
Earl Day	Assistant (Fertility Plots) (house)	1,080.00
Elbert Stephenson	Assistant (Fertility Plots) (house)	1,080.00
James W. Jones	Assistant (Fertility Plots) (house)	1,080.00

\$ 17,240.00

ZOOLOGY AND ENTOMOLOGY

Raymond C. Osburn	Professor	\$ 5,000.00
Herbert Osborn	Research Professor	5,000.00
W. M. Barrows	Professor	3,250.00
F. H. Kreckler	Professor	3,250.00
D. M. DeLong	Professor	3,250.00
W. J. Kostir	Assistant Professor	3,250.00
C. H. Kennedy	Assistant Professor	3,000.00
James S. Hine	Associate Professor	2,500.00
E. L. Wickliff	Instructor	1,500.00
David F. Miller	Instructor	1,500.00
Linden F. Edwards	Instructor	1,200.00
	Assistant	900.00
	Assistant	900.00
	Assistant	900.00
	Assistant	900.00
	Graduate Assistant	500.00
	Graduate Assistant	500.00
	Graduate Assistant	500.00
	Graduate Assistant	500.00
	Graduate Assistant	500.00
	Graduate Assistant	500.00
	Graduate Assistant	500.00
	Instructor (Summer)	650.00
	Assistant (Summer)	300.00

\$ 40,750.00

COLLEGE OF ARTS

ADMINISTRATION

W. E. Henderson	Dean	\$ 6,000.00
Smiley M. Whinery	Secretary of the College	2,700.00
Ruth Evans	Stenographer	1,200.00
Marie Combs	Stenographer	960.00
Ethel Sanders	Stenographer	960.00
Mildred Williams	Stenographer	960.00
Dorothy Lyford	Stenographer	960.00

\$ 13,740.00

AMERICAN HISTORY

G. W. Knight	Professor	\$ 5,000.00
Arthur C. Cole	Professor	4,500.00
H. C. Hockett	Professor	4,250.00
Carl Wittke	Professor	3,750.00
Lawrence F. Hill	Assistant Professor	2,750.00
Eugene Roseboom	Instructor	2,250.00
F. P. Weisenburger	Instructor	2,000.00
William T. Utter	Instructor	2,000.00

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Paul H. Clyde	Instructor	2,250.00
John LaMonte	Instructor	2,000.00
Carroll B. Malone	Instructor	500.00
Arthur W. Jones	Instructor	

\$ 25,000.00

GEOLOGY

J. A. Bownocker	Professor	\$ 4,500.00
J. E. Carman	Professor and Curator	4,000.00
Edmund M. Spieker	Assistant Professor	3,250.00
R. E. Lamborn	Instructor	2,250.00
Waldo S. Glock	Instructor	2,250.00
Grace Stewart	Instructor	2,000.00
Macleod E. Hurst	Instructor	2,000.00
P. B. Stockdale	Instructor	2,000.00
J. J. Wolford	Graduate Assistant	500.00
Wilber Stout	Lecturer (Winter)	300.00
Althea Lepper	Student Assistant	100.00
T. R. Myers	Student Assistant	100.00
Erwin Naujoks	Student Assistant	100.00
J. A. Culbertson	Instructor	

\$ 23,350.00

GERMAN

M. B. Evans	Professor	\$ 5,000.00
L. Bloomfield	Professor	4,250.00
B. A. Eisenlohr	Professor	3,000.00
Ernst Feise	Assistant Professor	3,600.00
May Thomas	Assistant Professor	2,200.00
Oswald Roseler	Instructor	3,000.00

\$ 21,050.00

PHILOSOPHY

J. A. Leighton	Professor	\$ 5,750.00
George H. Sabine	Professor	5,000.00
A. R. Chandler	Professor	3,200.00
A. E. Avey	Assistant Professor	3,000.00
O. L. Reiser	Instructor	2,000.00
Kurt E. Rosinger	Teaching Fellow	500.00
D. L. Evans	Instructor	

\$ 19,450.00

POLITICAL SCIENCE

Henry R. Spencer	Professor	\$ 4,750.00
F. W. Coker	Professor	4,500.00
James K. Pollock	Instructor	2,500.00
Frank Paddock	Instructor	2,000.00
Howard White	Assistant Professor	800.00
Howard B. Calderwood	Instructor	

\$ 14,550.00

ROMANCE LANGUAGES

Robert E. Rockwood	Professor	\$ 4,000.00
W. S. Hendrix	Professor	4,500.00
George R. Havens	Professor	4,500.00
Olin H. Moore	Professor	4,200.00
Claude E. Anibal	Assistant Professor	3,500.00
G. Oscar Russell	Assistant Professor	3,500.00
Santiago Gutierrez	Assistant Professor	3,250.00
E. F. Hacker	Assistant Professor	3,250.00
Robert Fourie	Assistant Professor	3,250.00
Theodore Hamilton	Assistant Professor	2,500.00
Elisabeth Conrad	Assistant Professor	
W. A. Whatley	Instructor	2,700.00
Gertrude Walsh	Instructor	2,500.00
W. C. Smyser	Instructor	2,400.00
Florence Hier	Instructor	2,200.00
Emily Schons	Instructor	2,000.00
Helen Fourie	Instructor	2,000.00

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Bertha P. Arthur	Instructor	1,900.00
Helen C. Barr	Instructor	1,650.00
Harry Russel	Assistant	2,500.00
Jose Palomo	Assistant	1,800.00
T. R. Wiley	Assistant	1,800.00
	Assistant	1,650.00
Marie Davis	Assistant	1,600.00
Earl C. Shively	Assistant	500.00
Lura M. Jewell	Assistant	450.00
Dorothy Porter	Assistant	300.00
		<hr/>
		\$ 64,300.00

COLLEGE OF COMMERCE

ADMINISTRATION

J. E. Hagerty	Dean	\$ 6,000.00
Claire Harmyer	Assistant	2,000.00
Nell Gainer	Stenographer	1,080.00
Bertha C. Caley	Stenographer	960.00
Rose Mindigo	Stenographer	960.00
Esther Goddard	Stenographer	960.00
Ruth Pollitt	Stenographer	960.00
Lucile Carver	Stenographer	960.00
Adelaide Gardner	Stenographer	960.00
Helen Dayton	Clerk	960.00
Nelson J. Neubig	Secretary, Extension	600.00
		<hr/>
		\$ 16,400.00

ACCOUNTING

G. W. Eckelberry	Professor	\$ 4,500.00
Howard C. Greer	Professor	2,000.00
R. S. Wilcox	Instructor	2,500.00
Dallas S. Bolon	Instructor	2,400.00
D. M. Shonting	Instructor	2,100.00
Harold K. Casterton	Instructor	1,600.00
Hermann C. Miller	Instructor	1,600.00
Nelson J. Neubig	Assistant	1,000.00
Maynard M. Donaldson	Assistant	720.00
W. D. Wall	Lecturer	800.00
		<hr/>
		\$ 19,220.00

BUSINESS ORGANIZATION

Cyde O. Ruggles	Professor	\$ 6,000.00
John A. Fisher	Professor	5,000.00
Henry E. Hoagland	Professor	5,000.00
Walter C. Weidler	Professor	4,500.00
Harold H. Maynard	Professor	4,000.00
Charles A. Dice	Professor	3,500.00
Felix E. Held	Professor	3,500.00
C. W. Reeder	Assistant Professor	4,000.00
Ralph C. Davis	Assistant Professor	3,600.00
Montgomery E. Pike	Assistant Professor	3,000.00
Milton N. Nelson	Assistant Professor	3,000.00
Theodore N. Beckman	Assistant Professor	2,500.00
Ralph H. Richards	Instructor	2,000.00
	Instructor	1,750.00
George E. Rinck	Assistant	1,800.00
H. H. Shively	Assistant	1,500.00
Robert M. Hunter	Assistant	1,200.00
George W. Starr	Assistant	1,000.00
Cary W. Bowers	Assistant	900.00
	Assistant	800.00
Robert D. McGinnis	Assistant	500.00
	Reader	150.00
	Reader	150.00
	Reader	150.00
	Reader	150.00
	Reader	150.00
Howard H. Webster	Instructor	150.00
		<hr/>
		\$ 59,800.00

ECONOMICS

M. B. Hammond	Professor	\$ 6,000.00
A. B. Wolfe	Professor	5,500.00
H. G. Hayes	Professor	4,500.00
H. F. Walradt	Professor	3,500.00
J. A. Fitzgerald	Professor	3,750.00
George D. Haskell	Instructor	2,400.00
L. E. Smart	Instructor	2,000.00
Louise Stitt	Instructor	2,000.00
Edison L. Bowers	Instructor	1,500.00
Frank R. Hunt	Instructor	1,500.00
Clyde Brooks	Assistant	1,800.00
Helen E. Cherington	Assistant	1,500.00
William H. Belden	Assistant	1,000.00
	Reader	150.00
	Reader	150.00
	Reader	150.00
	Reader	150.00
	Reader	150.00
	Reader	150.00
	Reader	150.00
	Reader	150.00
	Reader	150.00

\$ 38,450.00

GEOGRAPHY

C. C. Huntington	Professor	\$ 4,500.00
Eugene Van Cleef	Professor	4,000.00
Roderick Peattie	Professor	3,000.00
Fred A. Carlson	Assistant Professor	3,000.00
Harold C. Fischer	Assistant	1,300.00
R. R. Sharrock	Assistant	1,200.00
Donald C. Power	Assistant	900.00
Stella Huntington	Assistant	300.00
	Reader	150.00

\$ 18,350.00

JOURNALISM

J. S. Myers	Professor	\$ 5,000.00
Osman C. Hooper	Professor	4,000.00
Lester C. Getzloe	Assistant Professor	3,000.00
John R. Fleming	Instructor (part time)	900.00
Joseph M. Ripley	Editor Lantern	500.00
	Business Manager Lantern	500.00
	Editor Lantern	100.00
	Business Manager Lantern	100.00
	Student Assistant	150.00
	Instructor	300.00
Paul C. Carty	Instructor (12 months)	3,000.00
Albert P. Taylor	Instructor (12 months)	2,340.00

\$ 19,890.00

SOCIOLOGY

C. C. North	Professor	\$ 5,000.00
Herbert A. Miller	Professor	6,000.00
F. E. Lumley	Professor	5,000.00
	Professor	5,000.00
Mary L. Mark	Professor	3,600.00
	Instructor	2,300.00
Perry P. Denune	Instructor	2,000.00
J. W. Hatcher	Instructor	1,700.00
Lloyd Wilcox	Assistant	700.00
Walter M. West	Lecturer	1,000.00
James M. Wheeler	Lecturer	700.00
	Lecturer	700.00
W. C. Mills	Lecturer	500.00
	Reader	150.00
	Reader	150.00
	Reader	150.00
Evelyn Buchan	Instructor	150.00

\$ 34,650.00

COLLEGE OF DENTISTRY

H. M. Semans	Dean	\$ 6,000.00
H. V. Cottrell	Professor	5,000.00
Irwin A. Bottenhorn	Professor	4,000.00
Paul C. Kitchen	Instructor	2,500.00
Ollie O. Mobberly	Superintendent Laboratories	2,400.00
Clyde H. Hebble	Assistant Professor	1,700.00
William C. Graham	Assistant Professor	1,300.00
R. B. Wiltberger	Assistant Professor	1,000.00
Herbert S. Shumway	Instructor	1,800.00
Charles W. Strosnider	Instructor	1,500.00
Dick P. Snyder	Instructor	1,200.00
Louis E. Reif	Instructor	1,000.00
Victor L. Steffel	Student Assistant	200.00
		\$ 29,600.00

COLLEGE OF EDUCATION
ADMINISTRATION

George F. Arps	Dean	\$ 6,000.00
R. D. Bennett	Secretary of College	3,000.00
N. S. Maddox	Secretary of College	
Esther Miller	Stenographer	1,500.00
Wanda Rittenhouse	Stenographer	1,080.00
Catherine Chancellor	Stenographer	1,020.00
Loraine Scholtz	Stenographer	1,020.00
Eleanor L. Tress	Clerk	1,020.00
Florence Fearing	Stenographer	960.00
Mary E. Wheaton	Stenographer	960.00
Gertrude L. Higgins	Stenographer	960.00
Ruth Dellenbach	Stenographer	960.00
Olive M. Steele	Stenographer	960.00
Eleanor L. Kohn	Stenographer	960.00
Teresa Daugherty	Stenographer	960.00
Rose Thall	Stenographer	960.00
Anne C. Beaman	Clerk	960.00
Pauline C. Egbert	Stenographer	960.00
		\$ 24,240.00

BUREAU OF EDUCATIONAL RESEARCH

B. R. Buckingham	Director	\$ 7,500.00
J. L. Clifton	Assistant Director	3,900.00
E. J. Ashbaugh	Professor	5,000.00
P. R. Stevenson	Assistant Professor	3,500.00
L. Belle Voegelien	Reference Assistant	2,500.00
Josephine MacLatchy	Editorial Assistant	2,500.00
Helen Woodfill	Assistant to Director	1,500.00
Caryl Miller	Indexer	1,500.00
Helen V. Brown	Proofreader	1,375.00
H. C. Koch	Research Assistant	1,200.00
Ralph Livingston	Research Assistant	1,200.00
Ruth Graham	Comptometer Operator	900.00
	Secretary	1,200.00
		\$ 33,775.00

FINE ARTS

James R. Hopkins	Professor	\$ 5,000.00
Ralph S. Fanning	Professor	3,500.00
Alice R. Robinson	Assistant Professor	2,750.00
Erwin F. Frey	Instructor	2,250.00
Alma Knauber	Instructor	2,000.00
E. W. Rannells	Instructor	1,750.00
Elizabeth C. Joyce	Instructor	1,750.00
Ted C. Lewis	Instructor	1,750.00
Pleasant McIntosh	Instructor	1,500.00
Elizabeth Weiffenbach	Instructor	500.00
		\$ 22,750.00

HISTORY OF EDUCATION

L. F. Anderson	Professor	\$ 4,750.00
C. H. Hindley	Professor	4,000.00
R. H. Eckelberry	Instructor	1,750.00
A. P. Savides	Professor	
		\$ 10,500.00

INDUSTRIAL EDUCATION

E. L. Usry	Professor	\$ 4,800.00
W. E. Warner	Assistant Professor	3,750.00
R. E. Smith	Assistant Professor	3,500.00
			<hr/>
			\$ 12,050.00

MUSIC

	Professor (Tentative)	\$ 5,200.00
R. D. Hughes	Professor	800.00
E. W. Morphy	Assistant Professor	600.00
Florence L. Shute	Assistant Professor	600.00
Winifred S. Downing	Assistant Professor	600.00
Edith Keller	Assistant Professor	600.00
Cleo Cowger	Instructor	200.00
Evelyn Ross	Special Practice Teacher	125.00
Olwyn Jones	Accompanist	100.00
			<hr/>
			\$ 8,825.00

PRINCIPLES OF EDUCATION

Boyd H. Bode	Professor	\$ 6,000.00
V. T. Thayer	Professor	5,000.00
Orville G. Brim	Professor	5,000.00
E. W. Pahlow	Professor	4,500.00
George R. Twiss	Professor	3,250.00
F. C. Landsittle	Assistant Professor	3,250.00
H. Gordon Hullfish	Instructor	2,750.00
H. B. Alberty	Instructor	2,750.00
N. S. Maddox	Instructor	2,600.00
T. L. Scholtz	Instructor	2,500.00
R. D. Bennett	Assistant Professor
M. C. Otto	Professor	1,500.00
Henry Neuman	Professor	700.00
Philip Boas	Assistant Professor	800.00
Eva Luse	Assistant Professor	600.00
Adelaide Ayer	Assistant Professor	600.00
C. R. Reed	Professor	300.00
A. E. Morgan	Professor	150.00
Payson Smith	Professor	375.00
C. S. Meek	Professor	300.00
E. D. Roberts	Professor	300.00
R. G. Jones	Professor	300.00
			<hr/>
			\$ 43,525.00

PSYCHOLOGY

George F. Arps	Professor(See Administration)	
H. H. Goddard	Professor	\$ 6,000.00
Albert P. Weiss	Professor	4,500.00
Harold E. Burt	Professor	4,500.00
	Professor	4,000.00
William R. Wilson	Assistant Professor	4,500.00
Herbert A. Toops	Assistant Professor	4,250.00
Sidney L. Pressey	Assistant Professor	3,500.00
Robert D. Williams	Assistant Professor	3,250.00
	Assistant Professor	3,250.00
H. M. Johnson	Assistant Professor
A. Sophie Rogers	Assistant Professor	2,500.00
Robert H. Seashore	Instructor	2,500.00
Erwin A. Esper	Instructor	2,400.00
Luella C. Pressey	Instructor	2,250.00
Carl N. Rexroad	Instructor	2,250.00
Bertha C. Koch	Instructor	2,000.00
O. R. Chambers	Instructor	2,000.00
D. A. Worcester	Instructor	2,000.00
Earl B. South	Instructor	2,000.00
Albert L. Henderson	Instructor (12 mos.)	1,800.00
Adolph G. Ekdahl	Instructor
M. A. Durea	Assistant	2,000.00
Zoe E. Leatherman	Assistant	1,800.00
C. H. Growden	Assistant	1,200.00
Harold A. Egerton	Assistant	1,000.00
G. E. Weigand	Assistant	750.00

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Karl C. Pratt	Assistant	750.00
Irma Loeb	Assistant	500.00
Frank P. Bakes	Assistant	500.00
Elmer Bowers	Assistant	500.00
John F. Seaton, Jr.	Assistant	500.00
E. N. Henderson	Professor	800.00

\$ 69,750.00

SCHOOL ADMINISTRATION

C. C. McCracken	Professor	\$ 4,750.00
J. C. Morrison	Professor	5,500.00
W. G. Reeder	Assistant Professor	3,500.00
Clyde R. Miller	Lecturer	500.00
Amos L. Heer	Graduate Assistant	500.00
W. M. Aikin	Professor	1,200.00
Arch O. Heck	Assistant Professor	1,200.00
J. J. Oppenheimer	Assistant Professor	1,000.00
W. W. Theisen	Professor	900.00
C. R. Reed	Professor	900.00
E. D. Roberts	Professor	800.00
Fred C. Ayer	Professor	750.00
F. R. Rogers	Assistant Professor	750.00
S. P. Capen	Professor	600.00
L. C. Lord	Professor	600.00
F. Herrick Connors	Graduate Assistant	200.00
	Graduate Assistant	200.00

\$ 23,850.00

VOCATIONAL EDUCATION

A. H. Sproul	Assistant Professor	\$ 600.00
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\$ 600.00

COLLEGE OF ENGINEERING

ADMINISTRATION

E. A. Hitchcock	Dean	\$ 6,000.00
Lenora Glasgow	Secretary to Dean	1,800.00
Annette Shugert	Stenographer	1,080.00
Catherine Earle	Stenographer	1,020.00
Frances Rannells	Clerk	1,020.00
Mina Kennedy	Stenographer	960.00
Alberta Williams	Stenographer	960.00
Roxanna Rader	Stenographer	960.00
Gladys F. Skadden	Stenographer	960.00
Carolyn B. Hard	Stenographer	960.00
Besse C. Neeff	Stenographer	960.00
Catherine Luff	Stenographer	960.00

\$ 17,640.00

APPLIED OPTICS

Howard D. Minchin	Professor	\$ 3,500.00
M. C. Davies	Instructor	2,000.00

\$ 5,500.00

ARCHITECTURE

C. S. Chubb	Professor	\$ 4,800.00
J. N. Bradford	Professor	1,300.00
Herbert Baumer	Professor	2,000.00
W. C. Ronan	Professor	3,200.00
F. H. Haskett	Instructor in Photography	2,750.00
Galen F. Oman	Instructor	2,200.00
Richard S. Buck, Jr.	Instructor	2,000.00

\$ 18,250.00

ASTRONOMY

H. C. Lord	Professor	\$ 4,000.00
E. S. Manson	Professor	3,250.00
	Assistant Professor	3,000.00
	Student Assistant	600.00

\$ 10,850.00

BROADCASTING STATION

Robert C. Higgy	Radio Engineer.....	\$ 2,250.00
Mrs. F. G. Charles	Program Manager.....	2,000.00
M. F. McDowell	Radio Operator.....	2,000.00
	Stenographer.....	960.00

\$ 7,210.00

CERAMICS

Arthur S. Watts	Professor.....	\$ 4,500.00
John L. Carruthers	Assistant Professor.....	3,500.00
Frank C. Westendick	Instructor.....	1,200.00
John Lysatt	Technician.....	1,000.00
Samuel R. Scholes	Lecturer.....	500.00

\$10,700.00

CHEMICAL ENGINEERING

James R. Withrow	Professor.....	\$ 5,000.00
Albert H. Vilbrandt	Instructor.....	2,200.00
Wilson F. Brown	Instructor.....	2,000.00
E. P. Arthur	Instructor.....	2,000.00
	Student Assistant.....	250.00

\$ 11,450.00

CHEMISTRY

William McPherson	Professor.....	(See Graduate School)
Wm. E. Henderson	Professor.....	(See College of Arts)
William L. Evans	Professor.....	\$ 5,500.00
Charles W. Foulk	Professor.....	4,500.00
Cecil E. Boord	Professor.....	4,000.00
Edward Mack, Jr.	Professor.....	3,500.00
Jesse E. Day	Assistant Professor.....	3,750.00
Wesley G. France	Assistant Professor.....	3,250.00
Marion Hollingsworth	Assistant Professor.....	2,700.00
Cloyd D. Looker	Assistant Professor.....	1,000.00
Albert M. Clifford	Assistant.....	1,000.00
Wm. R. Cornthwaite	Assistant.....	1,000.00
Harry B. Dykstra	Assistant.....	1,000.00
Ralph H. Ferguson	Assistant.....	1,000.00
Virgil L. Hansley	Assistant.....	1,000.00
Frank G. Keenen	Assistant.....	1,000.00
Harold P. Klug	Assistant.....	1,000.00
Edna Millonig	Assistant.....	1,000.00
David C. O'Donnell	Assistant.....	1,000.00
George T. Rankin	Assistant.....	1,000.00
Andrew E. Roper	Assistant.....	1,000.00
William R. Stemen	Assistant.....	1,000.00
George C. Strouse	Assistant.....	1,000.00
Robert W. Collins	Part-time Assistant.....	500.00
Alpha J. Will	Part-time Assistant.....	500.00
Marvin Achterhof	Graduate Assistant.....	500.00
John P. Bartz	Graduate Assistant.....	500.00
G. Wayland Bennett	Graduate Assistant.....	500.00
Marjorie Benoy	Graduate Assistant.....	500.00
Edgar B. Bloom	Graduate Assistant.....	500.00
Charles E. Clifton	Graduate Assistant.....	500.00
Glenn Duttweiler	Graduate Assistant.....	500.00
Ike Y. East	Graduate Assistant.....	500.00
John Goshorn	Graduate Assistant.....	500.00
Roy E. Graves	Graduate Assistant.....	500.00
Charles E. Hammett	Graduate Assistant.....	500.00
Winfield W. Heckert	Graduate Assistant.....	500.00
Robert C. Hockett	Graduate Assistant.....	500.00
Earl G. Kerr	Graduate Assistant.....	500.00
Warren A. Kramer	Graduate Assistant.....	500.00
J. Frank Lewis	Graduate Assistant.....	500.00
Harley K. Lyons	Graduate Assistant.....	500.00
Maryann P. Matuszak	Graduate Assistant.....	500.00
William D. Nicoll	Graduate Assistant.....	500.00
John M. Purdy	Graduate Assistant.....	500.00
Mordica M. Ryan	Graduate Assistant.....	500.00
Daniel E. Strain	Graduate Assistant.....	500.00

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Robert K. Summerbell	Graduate Assistant.....	500.00
Siong Ceh Sung	Graduate Assistant.....	500.00
William C. Taylor	Graduate Assistant.....	500.00
Theo. Van der Ploeg	Graduate Assistant.....	500.00
Charles E. Waring	Graduate Assistant.....	500.00
James C. Vaughn	Graduate Assistant.....	500.00
Arthur B. Wilder	Graduate Assistant.....	500.00
	Graduate Assistant.....	500.00
	Graduate Assistant.....	500.00
	Student Assistant.....	250.00
	Student Assistant.....	250.00
	Student Assistant.....	250.00
	Student Assistant.....	250.00
	Student Assistant.....	250.00
Joseph F. Haskins	Assistant Professor.....	750.00

\$ 60,900.00

CIVIL ENGINEERING

C. E. Sherman	Professor	\$ 5,000.00
C. T. Morris	Professor	5,000.00
F. H. Eno	Professor	4,250.00
R. C. Sloane	Professor	3,250.00
J. R. Shank	Professor	3,000.00
E. F. Coddington	Professor Geodetic Engineering.....	2,800.00
J. C. Merrell	Assistant Professor.....	2,250.00
J. M. Montz	Assistant Professor.....	2,250.00
C. H. Wall	Instructor	1,750.00
Raymond Sperr	Assistant	850.00

\$ 30,400.00

CIVIL ENGINEERING—SUMMER CAMP

R. C. Sloane	Professor	\$ 525.00
J. C. Merrell	Assistant Professor.....	390.00
J. M. Montz	Assistant Professor.....	375.00
C. H. Wall	Instructor	270.00
L. L. Dickson	Assistant	270.00

\$ 1,830.00

ELECTRICAL ENGINEERING

F. C. Caldwell	Professor	\$ 4,250.00
C. A. Wright	Professor	3,500.00
R. A. Brown	Assistant Professor.....	2,500.00
A. F. Puchstein	Assistant Professor.....	2,500.00
J. E. Shepherdson	Assistant Professor.....	2,250.00
C. V. O. Terwillinger	Assistant Professor.....	2,250.00
Emerson E. Kimberly	Instructor	1,800.00
Philip E. Rush	Assistant	1,000.00
A. G. Conrad	Assistant	1,000.00
Robert Hughes	Mechanician (12 mos.).....	1,800.00
John Baker	Laborer	780.00
	Student Assistant.....	200.00
	Student Assistant.....	200.00
	Student Assistant.....	200.00
	Student Assistant.....	200.00

\$ 24,430.00

ENGINEERING DRAWING

Thomas E. French	Professor	\$ 5,000.00
Robert Meiklejohn	Professor	3,500.00
W. D. Turnbull	Professor	3,200.00
O. E. Williams	Assistant Professor.....	3,000.00
John M. Russ	Assistant Professor.....	2,850.00
W. B. Field	Assistant Professor.....	2,600.00
Ralph Paffenberger	Assistant Professor.....	2,500.00
Allen P. McManigal	Instructor	2,100.00
Ralph W. Dunkle	Instructor	2,000.00
Charles D. Cooper	Instructor	1,600.00
Louis D. Lutzenberger	Instructor	1,600.00
Lawrence D. Jones	Instructor	1,600.00
Tecla F. Haldy	Assistant	1,500.00
Hoyt Sherman	Student Assistant.....	520.00
Gerald P. Seegar	Student Assistant.....	300.00

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Howard E. Sutton	Student Assistant.....	300.00
Garrett D. Ehrhardt	Student Assistant.....	300.00
George D. Crumley	Student Assistant.....	300.00

\$ 34,770.00

INDUSTRIAL ENGINEERING

John Younger	Professor	\$ 6,000.00
W. A. Knight	Professor	3,000.00
C. M. Beem	Instructor	1,800.00
Rudolph Schneider	Instructor	1,800.00
U. W. Denman	Instructor	1,700.00
J. A. Foust	Instructor	1,700.00
Harold Wright	Instructor	1,700.00
O. D. Rickly	Instructor	1,600.00
Edward A. Janning	Assistant	1,600.00
Ora L. Justice	Assistant (12 mos.).....	1,260.00
Thomas Decker	Laborer (12 mos.).....	960.00

\$ 23,120.00

MATHEMATICS

R. D. Bohannon	Professor	\$ 4,000.00
H. W. Kuhn	Professor	4,000.00
Henry Blumberg	Professor	4,000.00
S. E. Rasor	Professor	3,750.00
C. L. Arnold	Professor	3,000.00
C. C. Morris	Professor	2,750.00
G. W. McCoard	Professor	2,000.00
C. C. MacDuffee	Assistant Professor.....	3,500.00
James H. Weaver	Assistant Professor.....	3,000.00
Raymond L. Wilder	Assistant Professor.....	3,000.00
Charles T. Bumer	Assistant Professor.....	3,000.00
Grace Bareis	Assistant Professor.....	2,250.00
Harry Beatty	Assistant Professor.....	2,250.00
Vaughn B. Caris	Assistant Professor.....	2,250.00
Hortense Rickard	Assistant Professor.....	2,000.00
Margaret Jones	Instructor	1,800.00
Clarice Hobensack	Instructor	1,800.00
	Graduate Assistant.....	500.00
	Graduate Assistant.....	500.00
	Graduate Assistant.....	500.00
	Graduate Assistant.....	500.00

\$ 50,350.00

MECHANICAL ENGINEERING

William T. Magruder	Professor	\$ 5,000.00
F. W. Marquis	Professor	3,750.00
C. A. Norman	Professor	3,600.00
Horace Judd	Professor	3,000.00
A. I. Brown	Assistant Professor.....	2,750.00
Paul Bucher	Assistant Professor.....	2,400.00
Karl W. Stinson	Assistant Professor.....	2,300.00
H. M. Jacklin	Assistant Professor.....	2,300.00
George N. Moffat	Instructor	2,200.00
Samuel R. Beitler	Instructor	1,700.00
C. P. Roberts	Instructor	1,700.00
John O. Harshman	Instructor	1,400.00
C. J. Cobb	Assistant	1,300.00
R. L. Pratt	Stationary Engineer.....	1,800.00
James O. Kennedy	Assistant (12 mos.).....	1,200.00
Robert T. Simpson	Machinist	1,800.00
John P. Kramer	Laborer	900.00

\$ 39,100.00

MECHANICS

James E. Boyd	Professor	\$ 4,500.00
E. F. Coddington	Professor	1,400.00
Percy W. Ott	Assistant Professor.....	2,750.00
	Instructor	1,600.00
Mervin F. Devine	Instructor

\$ 10,250.00

METALLURGY

D. J. Demorest	Professor	\$ 4,500.00
W. A. Mueller	Professor	3,000.00
J. O. Lord	Assistant Professor	1,800.00
A. E. Foeke	Student Assistant	270.00
J. E. Lucas	Student Assistant	270.00
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		\$ 9,840.00

MINE ENGINEERING

H. E. Nold	Professor	\$ 3,600.00
Frank A. Ray	Consulting Director	250.00
D. S. Tovey	Instructor	2,100.00
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		\$ 5,950.00

MINERALOGY

W. J. McCaughey	Professor	\$ 4,000.00
Arthur M. Brant	Instructor	1,800.00
	Student Assistant	300.00
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		\$ 6,100.00

PHYSICS

A. D. Cole	Professor	\$ 5,000.00
Alpheus Smith	Professor	4,500.00
F. C. Blake	Professor	4,000.00
R. F. Earhart	Professor	3,750.00
H. G. Heil	Assistant Professor	2,800.00
Alva W. Smith	Professor	2,600.00
D. A. Woodbury	Instructor	2,300.00
Rufus H. Snyder	Instructor	2,000.00
C. W. Jarvis	Instructor	1,900.00
J. W. Sappenfield	Instructor	1,800.00
	Assistant	1,000.00
Emily E. Hannum	Assistant	900.00
Francis L. Meara	Assistant	850.00
J. B. Sparrow	Assistant (12 mos.)	1,400.00
Fred J. Brooks	Assistant (12 mos.)	1,800.00
	Graduate Assistant	500.00
	Graduate Assistant	500.00
W. V. Houston	Instructor
		<hr/>
		\$ 37,600.00

COLLEGE OF LAW
ADMINISTRATION

John J. Adams	Dean	\$ 6,000.00
George W. Rightmire	Professor	5,750.00
Alonzo H. Tuttle	Professor	5,250.00
Clarence D. Laylin	Professor	5,250.00
Lewis M. Simes	Professor	5,000.00
Robert E. Mathews	Professor	4,500.00
	Professor	4,750.00
Myrtle Albaugh	Stenographer	1,020.00
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		\$ 37,520.00

COLLEGE OF MEDICINE
ADMINISTRATION

E. F. McCampbell	Dean	\$ 6,000.00
Charles E. Findlay	Secretary to Dean	2,000.00
William A. Humphrey	Professor	1,500.00
Carl P. Effler	Technical Assistant	2,300.00
Margaret Rose	Technical Assistant	1,300.00
LeEvelyn Gillam	Stenographer	960.00
Helen Shacklett	Typist	960.00
Elsie K. Lyons	Clerk	960.00
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		\$ 15,980.00

ANATOMY

Francis L. Landacre	Professor	\$ 5,250.00
Edward C. Buck	Assistant Professor	3,000.00
Rollo C. Baker	Professor	3,000.00
R. A. Knouff	Assistant Professor	3,000.00

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Clarence I. Britt	Instructor	1,500.00
Dorothy Searles	Instructor	1,500.00
Thomas Evans	Technician	1,100.00
	Student Assistant.....	300.00
	Student Assistant.....	300.00
	Student Assistant.....	300.00

\$ 19,250.00

BACTERIOLOGY

Charles B. Morrey	Professor	\$ 4,500.00
William A. Starin	Professor	3,750.00
Fred Speer	Assistant Professor.....	2,500.00
R. F. Jukes	Instructor	1,600.00
John G. McCrimmon	Instructor	1,500.00
George W. Bond	Instructor	1,500.00
Harold E. Lowry	Laboratory Assistant (12 mos.).....	840.00

\$ 16,190.00

MEDICINE

J. H. J. Upham	Professor	\$ 2,000.00
S. A. Hatfield	Assistant Professor and Superintendent of Hospital	3,950.00
E. J. Gordon	Assistant Professor and Director of Dispensaries..	2,500.00
Joseph W. Leist	Assistant Professor.....	1,500.00
	Instructor	2,400.00
John D. Dunham	Professor	500.00
Elmer G. Horton	Professor	500.00
Jacob J. Coons	Professor	300.00
E. H. Baxter	Instructor	300.00
	Assistant	500.00
Carl A. Hyer	Assistant	200.00
F. C. Wagenhals	Assistant Professor	
Charles J. Shepard	Assistant Professor	
Raymond A. Ramsey	Instructor	
William Pritchard	Instructor	
C. H. Benson	Instructor	
Samuel D. Edelman	Assistant	
George O. Hoskins	Assistant	
John P. Farson	Assistant	
Link Murphy	Assistant	
Herbert Weirauk	Assistant	

\$ 14,650.00

OBSTETRICS

Andrews Rogers	Professor	\$ 1,250.00
Herman Koerper	Assistant Professor.....	700.00
Roy E. Krigbaum	Assistant	700.00
Thomas A. Vogel	Assistant	500.00
Austin H. Seeds	Assistant	200.00

\$ 3,350.00

OPHTHALMOLOGY AND OTO-LARYNGOLOGY

Hugh G. Beatty	Assistant Professor.....	\$ 500.00
	Instructor	2,000.00
T. Rees Williams	Instructor	600.00
John B. Alcorn	Instructor	400.00
John Edwin Brown	Professor	
Andrew Timberman	Professor	
George C. Schaeffer	Assistant Professor	
Andrew W. Prout	Assistant Professor	
Arthur M. Hauer	Assistant Professor	
Albert D. Frost	Instructor	
Clarence B. Tanner	Assistant	
Robert W. Nosker	Assistant	
Russell G. Means	Assistant	
Francis W. Thomas	Assistant	

\$ 3,500.00

PATHOLOGY

Ernest Scott	Professor	\$ 4,750.00
Carl Spohr	Professor of Clinical Pathology.....	3,750.00
Lear H. Van Buskirk	Instructor	1,800.00

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Phillip J. Reel	Instructor	1,700.00
Mary H. Oliver	Instructor	1,600.00
Edith Miller	Instructor	1,500.00
Mortimer Banks	Technical Assistant.....	1,200.00
Clinton L. Bryant	Technical Assistant.....	1,200.00
Francis W. Gosnell	Assistant	200.00
	Student Assistant.....	300.00

\$ 18,000.00

PHYSIOLOGY

Roy G. Hoskins	Professor	\$ 5,250.00
A. M. Bleile	Professor	3,750.00
Raymond J. Seymour	Assistant Professor.....	3,250.00
Clayton McPeck	Assistant Professor.....	2,750.00
Edwin P. Durrant	Assistant Professor.....	2,400.00
Fred A. Hitchcock	Instructor	2,200.00
Milton O. Lee	Instructor	2,200.00
R. R. Durant	Instructor	1,500.00
	Assistant	600.00
Alice B. Maltby	Technician	1,200.00

\$ 25,100.00

PHYSIOLOGICAL CHEMISTRY

Clayton S. Smith	Professor	\$ 4,250.00
John B. Brown	Assistant Professor.....	3,000.00
Harry C. Powelson	Instructor	2,400.00
E. L. Dunn	Technician	1,200.00
Anson L. Brown	Assistant	500.00
	Graduate Assistant.....	500.00
M. H. Powelson	Student Assistant.....	300.00
Mary E. Gray	Student Assistant.....	300.00
Edwin S. Shane	Student Assistant.....	200.00

\$ 12,650.00

PUBLIC HEALTH AND SANITATION

Emery R. Hayhurst	Professor	\$ 3,250.00
Norma Selbert	Assistant Professor.....	2,750.00
James S. Wilson	Assistant Professor.....	2,500.00

\$ 8,500.00

SURGERY AND GYNECOLOGY

Charles S. Hamilton	Professor and Head	
Verne A. Dodd	Professor	\$ 4,000.00
John W. Means	Assistant Professor.....	3,000.00
Leslie A. Bigelow	Assistant Professor.....	2,250.00
Hugh J. Means	Assistant Professor.....	900.00
Luke V. Zartman	Assistant Professor.....	700.00
Edwin A. Hamilton	Assistant Professor.....	500.00
A. M. Steinfeld	Assistant Professor.....	300.00
William N. Taylor	Instructor	300.00
George H. Shawaker	Instructor	300.00
Frank F. Schmidt	Assistant	100.00
Faye Irvin	Technician	840.00
Isaac B. Harris	Professor	
Fred Fletcher	Professor	
Harley O. Bratton	Instructor	
Ben Kirkendall	Instructor	
Milton Jones	Assistant	
Wells Teachnor	Assistant	
David B. Gilliam	Assistant	
Edward H. Wilson	Assistant	

\$ 13,190.00

UNIVERSITY HOSPITAL

Lucy V. Ailer	Superintendent of Nurses.....	\$ 1,800.00
Ruth K. Snowden	Assistant Superintendent of Nurses.....	1,700.00
Katherine Harris	Dietitian	1,500.00
Jean Anderson	Chief Nurse Operating Room.....	1,500.00
Mildred Hutchings	Chief Night Supervisor.....	1,200.00
Julia Browning	Supervising Nurse.....	1,200.00
Verna McMillen	Supervising Nurse.....	1,200.00
Ruth De Wolfe	Supervising Nurse.....	1,200.00

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Helen Z. Ryan	Supervising Nurse.....	1,200.00
Blanca S. Hambleton	Assistant Maternity Supervisor.....	600.00
Paul H. Charlton	Resident Physician.....	2,400.00
Lowell Ruff	Assistant Pharmacist.....	600.00
Loraine K. Stephens	Stenographer.....	1,200.00
Alice Taylor	Clerk.....	960.00
John Long	Orderly Operating Room.....	1,140.00
Boni Petcoff	Orderly.....	300.00
Frank Messer	Orderly.....	300.00
Ernest Long	Janitor.....	1,140.00
Oscar Raver	Janitor.....	1,080.00
Jessie Haney	Janitress.....	750.00
Charlotte Thum	Janitress.....	750.00
Elizabeth Rourke	Janitress.....	750.00
Clara Dennis	Chief Cook.....	900.00
Julia French	Assistant Cook.....	720.00
Belle Carter	Night Cook.....	600.00
Lennie Orick	Cook.....	720.00
Nora Massie	Seamstress.....	780.00
Lillie Willis	Housekeeper.....	600.00
Martha Davis	Diet Kitchen Maid.....	600.00
Emma Blair	Maid.....	540.00
Martha Morris	Dishwasher.....	600.00
Ottie Tinsley	Dishwasher.....	540.00

\$ 31,070.00

UNIVERSITY HOSPITAL—NEW

Supervising Nurse.....	\$ 1,200.00
Supervising Nurse.....	1,200.00
Supervising Nurse.....	1,200.00
Supervising Nurse.....	1,200.00
Supervising Nurse.....	1,200.00
Supervising Nurse.....	1,200.00
Supervising Nurse.....	1,200.00
Supervising Nurse.....	1,200.00
Supervising Nurse.....	1,200.00
Assistant Cook.....	720.00
Assistant Cook.....	720.00
Assistant Cook.....	720.00
Orderly.....	300.00
Orderly.....	300.00
Orderly.....	300.00
Janitress.....	750.00
Janitress.....	750.00
Janitress.....	750.00
Dishwasher.....	540.00
Dishwasher.....	540.00
Dishwasher.....	540.00
Diet Kitchen Helper.....	600.00
Diet Kitchen Helper.....	600.00
Diet Kitchen Helper.....	600.00
Diet Kitchen Helper.....	600.00
Seamstress.....	720.00
Seamstress.....	720.00
Assistant Dietitian.....	1,400.00
Pharmacist.....	2,000.00
Record Clerk.....	1,200.00
Record Clerk.....	1,200.00
Assistant Hospital Superintendent.....	2,400.00

\$ 29,770.00

UNIVERSITY HOSPITAL—NURSES

Student Nurse.....	\$ 75.00
Student Nurse.....	75.00
Student Nurse.....	75.00
Student Nurse.....	75.00
Student Nurse.....	75.00
Student Nurse.....	75.00
Student Nurse.....	75.00
Student Nurse.....	75.00
Student Nurse.....	75.00
Student Nurse.....	75.00

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COLLEGE OF PHARMACY

ADMINISTRATION

Clair A. Dye	Dean	\$ 4,750.00
Clarence M. Brown	Assistant Professor	3,000.00
William S. Stevens	Instructor	2,200.00
Charles L. Williams	Instructor	1,950.00
William E. Keyser	Instructor	1,400.00
	Student Assistant	200.00
	Student Assistant	200.00
	Student Assistant	200.00
	Student Assistant	200.00
		<hr/>
		\$ 14,100.00

COLLEGE OF VETERINARY MEDICINE

ADMINISTRATION

David S. White	Dean	\$ 6,000.00
Oscar V. Brumley	Professor	5,000.00
Leonard W. Goss	Professor	5,000.00
James D. Grossman	Professor	3,500.00
James H. Snook	Professor	3,500.00
John N. Shoemaker	Assistant Professor	2,700.00
Walter R. Hobbs	Assistant Professor	2,700.00
R. E. Rebrassier	Assistant Professor	2,700.00
Derwin W. Ashcraft	Instructor	2,400.00
Ralph A. Hendershott	Instructor	1,600.00
Mabel E. Moran	Secretary to Dean	1,200.00
Fay G. Adams	Clerk	960.00
E. L. Clements	Technician	1,200.00
William H. Walker	Groom	1,260.00
Robert Millington	Groom	1,200.00
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		\$ 40,920.00

GRADUATE SCHOOL

William McPherson	Dean	\$ 6,000.00
Alice A. Moran	Secretary to Dean	1,500.00
Harry Willis Allen	Fellow	500.00
Raymond L. Carter	Fellow	500.00
F. Herrick Connors	Fellow	500.00
William A. Everhart	Fellow	500.00
Toh Liu	Fellow	500.00
Reginald H. Painter	Fellow	500.00
Raymond E. Schaad	Fellow	500.00
Frederick C. Ault	Scholar	300.00
Dorothy Jean Barker	Scholar	300.00
Edward D. Branch	Scholar	300.00
Beulah Belle Clark	Scholar	300.00
Dorothy Louise Duis	Scholar	300.00
Carl M. Frasure	Scholar	300.00
Martin F. E. Gaudian	Scholar	300.00
Robert F. Heald	Scholar	300.00
J. Edwin Hutchman	Scholar	300.00
Clifford L. James	Scholar	300.00
Gertrude Lawrence	Scholar	300.00
Chih Tai Li	Scholar	300.00
Pedro T. Orata	Scholar	300.00
Gertrude A. Pavay	Scholar	300.00
Margaret F. Shaw	Scholar	300.00
Ralph J. Slattery	Scholar	300.00
Paul Wm. Stansbury	Scholar	300.00
Negley King Teeters	Scholar	300.00
Y. Charles Ling Wu	Scholar	300.00
Margaret Thomas	Scholar	300.00
Narcissa Williamson	Scholar	300.00
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		\$ 17,300.00

STAFF OFFICERS

Staff Officers	\$ 18,000.00
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	\$ 18,000.00

5-23-'25

Desmond O'Keefe	Assistant Professor.....	250.00
Lewis B. Hershey	Assistant Professor.....	250.00
James C. Welch	Assistant Professor.....	250.00
Harry R. Beery	Assistant Professor.....	250.00
Lester C. Ogg	Assistant Professor.....	250.00
Robert L. Tavenner	Assistant Professor.....	250.00
Chester S. Horne	Assistant Professor.....	250.00
Chester H. Smith	Assistant Professor.....	250.00
Gustav Bruder	Band Leader.....	500.00
Jacqueline Ullmer	Stenographer.....	960.00
Olga S. Krill	Stenographer.....	960.00
Clara Offenbacher	Stenographer.....	960.00
Edward O. Kohn	Assistant.....	250.00
John Williams	Assistant.....	250.00
James C. Howard	Janitor.....	180.00
	Cadet Officers.....	4,900.00
	Band Volunteers.....	500.00
	Band Lieutenant.....	40.00

\$ 14,750.00

PHYSICAL EDUCATION—MEN

L. W. St. John	Professor.....	\$ 5,000.00
J. H. Nichols	Professor.....	5,500.00
J. W. Wilce	Professor.....	2,500.00
F. R. Castleman	Professor.....	1,500.00
George M. Trautman	Assistant Professor (12 mos.).....	1,500.00
Samuel H. Cobb	Assistant Professor.....	3,000.00
Bernard F. Mooney	Instructor.....	2,000.00
Leo G. Staley	Instructor.....	1,800.00
James E. Pollard	Director News Bureau.....	2,000.00
V. R. Billingsley	Secretary to Department.....	1,900.00
Henry D. Taylor	Alumni Recorder.....	1,500.00
Phyllis E. Gauley	Stenographer.....	960.00
Robert Grueninger	Assistant.....	600.00
Walter L. Pemberthy	Student Assistant.....	300.00
Carl E. Tishler	Student Assistant.....	270.00
H. G. Olsen	Assistant Professor.....	500.00

\$ 30,830.00

PHYSICAL EDUCATION—WOMEN

Lydia Clark	Professor.....	\$ 4,000.00
Gertrude F. Jones	Professor.....	3,500.00
Gladys Palmer	Assistant Professor.....	2,400.00
Esther Gilman	Instructor.....	2,200.00
Katherine Hersey	Instructor.....	2,200.00
Marian Johnson	Instructor.....	2,200.00
Dorothy Sumption	Instructor.....	1,800.00
Virginia P. Hill	Instructor.....	1,700.00
Margaret Cheney	Instructor.....	1,600.00
Alma Volp	Pianist.....	900.00
	Student Assistant.....	300.00
	Student Assistant.....	300.00
	Student Assistant.....	250.00
Nellie Kramer	Stenographer.....	1,020.00
Louise Ortman	Maid.....	840.00
Nellie Robbins	Maid.....	720.00
Elizabeth Maris	Instructor.....	400.00
Edith Bond	Instructor.....	400.00
	Pianist.....	150.00

\$ 26,880.00

PRESIDENT'S OFFICE

W. O. Thompson	President.....	\$ 10,000.00
Katherine A. Vogel	Executive Clerk.....	2,000.00
Margaret Morrison	Stenographer.....	1,320.00
Edith M. Auch	Auditor Student Organizations (part).....	600.00
	Stenographic Service.....	1,600.00

\$ 15,520.00

BUSINESS OFFICE

Carl E. Steeb	Sec'y. of Board of Trustees and Business Manager.....	\$ 6,000.00
Ina D. Shirk	Chief Clerk.....	1,620.00

PURCHASING DEPARTMENT

R. M. Royer	Purchasing Agent.....	\$ 3,800.00
Mary E. Duffy	Stenographer	1,620.00
Helena Sands	Typist	1,200.00
Mildred Scott	Clerk	1,080.00

ACCOUNTING DEPARTMENT

Charles A. Kuntz	Comptroller	\$ 4,000.00
Katherine Taylor	Office Assistant.....	1,260.00
Margaret Gooch	Typist	1,020.00
Floris D. Hane	Cashier	2,000.00
Ruth E. Waters	Assistant Cashier.....	1,880.00
Mary Kraus	Auditor	2,000.00
Anna O'Rourke	Stenographer	1,260.00
Gladys E. Steele	Stenographer	1,020.00
Dorothy Mills	Clerk	1,020.00
Florence Naile	Bookkeeper	2,000.00
Catherine Cottingham	Clerk	1,260.00
Blanche Gillespie	Clerk	1,140.00
	Inventory Clerk.....	1,500.00

MAILING DEPARTMENT

Hugh Hardy	Clerk	\$ 1,500.00
G. J. Hoesch	Clerk	1,260.00
Ernest Ford	Mail Carrier.....	1,260.00

\$ 40,200.00

REGISTRAR'S OFFICE

Edith D. Cockins	Registrar, University Editor, and Secretary of Faculty	\$ 4,000.00
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REGISTRATION

Helen Clarke	Assistant Registrar.....	\$ 2,250.00
Ruth Agler	Assistant to Registrar.....	1,320.00
Elizabeth Allen	Assistant to Registrar.....	1,020.00
Floy Core	Assistant to Registrar.....	1,020.00
Esther Head	Assistant to Registrar.....	1,020.00
	Assistant to Registrar.....	1,020.00

RECORDS

Virginia Michel	Recorder	\$ 1,500.00
Katherine Ferris	Assistant to Registrar.....	1,020.00
Margaret Jerman	Assistant to Registrar.....	1,020.00
Florence Woodrow	Assistant to Registrar.....	1,020.00

STATISTICS

Florence Shride	Assistant to Registrar.....	\$ 1,200.00
Alice Lawrence	Assistant to Registrar.....	1,020.00

SCHEDULES

Ethyl Woodbury	Chief Schedule Clerk.....	\$ 1,900.00
Marguerite Fox	Assistant to Registrar.....	1,020.00
Mildred Mills	Assistant to Registrar.....	1,020.00
Mildred Hindman	Assistant to Registrar.....	1,020.00

TRANSCRIPTS

Bonnie Woodbury	Chief Transcript Clerk.....	\$ 1,500.00
Frances Dick	Assistant to Registrar.....	1,300.00

PUBLICATIONS

Clara Miller	Assistant Editor.....	\$ 2,100.00
Bertha Randall	Assistant to Registrar.....	1,020.00

\$ 29,310.00

ENTRANCE BOARD

B. L. Stradley	Assistant Professor of Education and University Examiner	\$ 3,600.00
Mary E. Morris	Clerk	1,800.00
Bessie Plummer	Stenographer	960.00
Ruth E. Esler	Stenographer	480.00
		<hr/>
		\$ 6,840.00

DEAN OF WOMEN

Elisabeth Conrad	Dean of Women.....	\$ 3,600.00
Jessica Foster	Assistant Dean of Women.....	2,700.00
Treva MacInnis	Stenographer	1,080.00
		<hr/>
		\$ 7,380.00

STUDENT HEALTH SERVICE

H. S. Wingert	Director	\$ 4,800.00
Richard Kimpton	Assistant Director.....	3,600.00
Lucile Young	Nurse	1,800.00
Maude M. Eckhardt	Clerk	1,320.00
		<hr/>
		\$ 11,520.00

STORES AND RECEIVING

F. E. Jones	Director	\$ 3,600.00
Blanche Sullivan	Clerk	1,620.00
Mabel Clum	Typist	1,380.00
James Lawson	Checking Clerk.....	1,620.00
	Laborer (Tool Room).....	1,200.00
C. A. Starky	Laborer	1,140.00
		<hr/>
		\$ 10,560.00

ENGINEER'S OFFICE

William C. McCracken	Superintendent of Buildings and Grounds, and Chief Engineer.....	\$ 5,000.00
Earl R. Cohee	Clerk	1,620.00
Helen J. Bowman	Stenographer	1,320.00
	Clerk	1,080.00
		<hr/>
		\$ 9,020.00

BETTERMENT OF BUILDINGS

John Kraner	Carpenter	\$ 2,400.00
E. I. Martin	Carpenter	1,920.00
Philo Felker	Carpenter	1,920.00
E. A. Hague	Carpenter	1,920.00
Charles Blesch	Carpenter	1,920.00
R. C. Kaiser	Plumber (and house).....	2,400.00
	Plumber	2,400.00
Ernest Limes	Plumber	2,100.00
E. Inscho	Plumber's Assistant.....	1,800.00
Ralph Bobb	Plumber's Assistant.....	1,500.00
Benjamin H. Oyer	Plumber's Assistant.....	1,500.00
S. R. Sher	Heat Regulating Man.....	1,800.00
H. R. Johnson	Tinner	1,720.00
Max Lehman	Painter (and house).....	1,560.00
Earling Howard	Painter	1,480.00
Otis Betts	Painter	1,320.00
James Brain	Painter	1,260.00
Jesse Barr	Painter	1,140.00
L. A. Christian	Painter's Helper.....	1,140.00
C. D. Lowry	Laborer	1,140.00
		<hr/>
		\$ 34,340.00

LIGHT, HEAT, AND POWER

Thomas D. Banks	Superintendent Power Plant.....	\$ 3,800.00
John P. CoVan	Master Mechanic.....	2,400.00
W. H. Case	Assistant Chief Engineer.....	2,160.00
Fred Brewer	Engineer	1,860.00
W. D. Hicks	Engineer	1,860.00
J. F. Dill	Engineer	1,860.00
Eugene Miller	Engineer	1,860.00

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Milford Bainter	Engineer	1,860.00
S. Lowery	Fireman	1,680.00
Charles Dick	Fireman	1,680.00
Frank Asher	Fireman	1,680.00
James A. Kirkwood	Fireman	1,680.00
	Fireman (6 months)	840.00
William Anderson	Craneman	1,920.00
	Night Craneman	540.00
N. Ivan Paschal	Drag Line Operator	1,920.00
George E. Shepherd	Steam Fitter	2,100.00
George Nye	Steam Fitter	1,980.00
Mike Yeager	Steam Fitter	1,920.00
C. M. Shepherd	Steam Fitter's Helper	1,260.00
George Dillahunt	Electrician	1,920.00
Elmer L. Cavender	Electrician	1,800.00
Earl Achey	Assistant Electrician (and house)	1,680.00
C. T. Fippin	Assistant Electrician	1,680.00
B. A. LeBay	Boiler Repair Man	1,620.00
A. O. Kaiser	Auto Mechanic and Helper	1,860.00
I. C. Reasoner	Blacksmith	1,620.00
Charles Reasoner	Helper to Blacksmith	1,200.00
R. A. Bowers	Laborer	1,500.00
H. Charles Mercer	Laborer	1,140.00
Irwin Walker	Wiper	1,080.00
	Crane Helper	960.00
	Ash Wheeler	960.00
	Ash Wheeler	960.00
	Ash Wheeler	960.00
	Ash Wheeler	960.00
	Ash Wheeler	960.00
	Ash Wheeler	960.00

\$ 60,680.00

ROADS AND GROUNDS

Paul H. Elleman	Civil Engineer	\$ 2,700.00
John H. Elleman	Engineer's Helper	1,380.00
Earl Bilderback	Foreman of Campus	1,680.00
Frank Funk	Arborator	1,320.00
John Rhone	Teamster	1,140.00
	Laborer	1,200.00
J. Fredo	Laborer	1,140.00
L. Stewart	Laborer	1,140.00
J. Hobert	Laborer	1,140.00
J. Stainbrook	Laborer	1,080.00
B. E. Stahl	Laborer	1,140.00
A. Chesbro	Laborer (and house)	1,080.00
Leo Moran	Truck Driver	1,200.00
Robert Dunn	Laborer	1,140.00

\$ 18,480.00

POLICE AND WATCHMEN

William North	Day Policeman	\$ 1,500.00
H. S. Brown	Night Policeman	1,410.00
Charles G. Kalb	Traffic Officer	1,320.00
C. F. Reasoner	Supervisor of Watchmen	1,320.00
H. B. Case	Night Watchman	1,320.00
Alphonso Case	Night Watchman	1,320.00
O. D. Conaway	Night Watchman	1,320.00
Charles C. Clayton	Night Watchman	1,320.00
Thomas Bortle	Night Watchman	1,320.00
H. M. Cole	Night Watchman	1,320.00
	Night Watchman (retired)	480.00

\$ 13,950.00

JANITORS

John O'Rourke	Inspector of Buildings and Janitors	\$ 1,500.00
C. M. Hicks	Repair and Handy Man	1,200.00
Walter Penn	Janitor	1,200.00
William Daehler	Janitor	1,200.00
Harry Chantler	Janitor	1,200.00
A. D. Grayson	Janitor	1,200.00

S. A. Williams	Janitor	1,200.00
R. M. Moore	Janitor	1,200.00
Oliver C. Smith	Janitor	1,200.00
L. F. Jordan	Janitor	1,200.00
J. C. Ludlum	Janitor	1,200.00
W. Curry	Janitor	1,200.00
W. M. Smith	Janitor	1,200.00
Dan Brock	Janitor	1,200.00
Olaf Christenson	Janitor	1,200.00
J. R. Butler	Janitor	1,200.00
L. S. Hitchcock	Janitor	1,200.00
C. M. Shelton	Janitor	1,200.00
Forest Spencer	Janitor	1,200.00
C. A. Hopkins	Janitor	1,200.00
Warren Maberry	Janitor	1,200.00
G. R. Pettibone	Janitor	1,200.00
Elmer McDowell	Janitor	1,200.00
M. Murphy	Janitor	1,200.00
John M. Wallace	Janitor	1,200.00
Edward Watson	Janitor	1,200.00
Floyd Grayem	Janitor	1,200.00
Willis Abbott	Janitor	1,200.00
George Wilson	Janitor	1,200.00
Elmer E. Smith	Janitor	1,200.00
C. Ashenhurst	Janitor	1,200.00
James E. Holliday	Janitor	1,200.00
John M. Conti	Janitor	1,200.00
Lawrence J. McKenna	Janitor	1,200.00
William Cavenaugh	Janitor	1,200.00
William Eviston	Janitor	1,200.00
Isaac Errington	Janitor	1,200.00
John S. Long	Janitor	1,200.00
George Perkins	Janitor	1,200.00
Charles Carter	Janitor	1,200.00
Joe Walker	Janitor	1,200.00
Peter J. Marquette	Janitor	1,200.00
Thad S. Blackwood	Janitor	1,200.00
William H. Shelton	Janitor	1,200.00
C. A. Hoppler	Janitor	1,200.00
	Janitor (Ives Hall)	1,200.00
	Janitor (Eng. Exp. Sta.)	1,200.00
	Janitor (Eng. Exp. Sta.)	1,200.00
	Janitor (Education Building)	1,200.00
	Janitor (Education Building)	1,200.00
W. M. Stahl	Janitor	1,140.00
John Tordiff	Janitor	1,140.00
James Merrill	Janitor	1,140.00
J. W. Brown	Janitor	1,140.00
William Goff	Janitor	1,140.00
E. J. Nutt	Janitor	1,140.00
James Gormley	Janitor	1,140.00
H. Clemons	Janitor	1,140.00
M. F. Cooney	Janitor	1,140.00
Joseph P. Dickson	Janitor	1,140.00
George E. Whitmer	Janitor	1,140.00
James E. Harrington	Janitor	1,140.00
A. L. Robison	Janitor	1,140.00
David L. James	Janitor	1,140.00
Arch F. Thomas	Janitor	1,140.00
John B. Truitt	Janitor	1,140.00
R. G. Glenn	Janitor	1,140.00
H. E. Goldston	Janitor	1,140.00
John F. Hill	Janitor	1,140.00
Fred H. Henkel	Janitor	1,140.00
	Janitor (Old Judging Pavilion)	1,140.00
	Janitor (Animal Husbandry Building)	1,140.00
	Janitor	1,140.00
	Engineer-Janitor (Animal Husbandry Building)	1,560.00
	Engineer-Fireman (7 mos.) (An. Husb. Bldg.)	840.00
Clara Derflinger	Janitress	900.00
Viola Parsley	Janitress	840.00
Lou Cornett	Janitress	840.00
Cora Paulsell	Janitress	840.00

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Mary Powers	Matron Rest Room.....	840.00
Della Lee	Janitress	780.00
J. R. Holliday	Elevator Man.....	720.00
M. S. Harvey	Elevator Man.....	660.00
Richard Brandon	Janitor (retired).....	480.00
M. N. Cook	Janitor (retired).....	480.00

\$ 96,300.00

LAUNDRY

Myrtle Faight	Laundress	\$ 1,140.00
Eliz. Westenhaver	Laundress	900.00
Dolly Gray	Laundress	780.00
Clara Williams	Laundress	780.00
Emma Munyan	Laundress	780.00
Anna Krone	Laundress	780.00
Rosie Long	Laundress	780.00
	Laundress	780.00

\$ 6,720.00

UNIVERSITY ARCHITECT

J. N. Bradford	University Architect.....	\$ 4,000.00
H. F. Reichard	Chief Draftsman	3,600.00
C. F. Mayer	Draftsman	2,800.00
P. E. Crider	Draftsman	2,500.00
A. H. Mickey	Superintendent of Construction.....	2,800.00
Herbert Baumer	Professor (half-time).....	2,000.00
Elsie F. Edwards	Clerk	1,500.00

\$ 19,200.00

UNIVERSITY CHEMIST

D. J. Demorest	University Chemist.....	\$ 500.00
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\$ 500.00

ROTARY ACCOUNTS

FARM ROTARY

Ruth Curry	Stenographer	\$ 1,020.00
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\$ 1,020.00

BRACE SHOP

Oscar M. Peterson	Mechanic	2,400.00
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\$ 2,400.00

DISPENSARIES

Jessie B. Freeman	Clerk	750.00
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\$ 750.00

UNIVERSITY HOSPITAL

Jessie Jasper	Anesthetist	\$ 1,800.00
Phillip E. Stiffey	Anesthetist	1,800.00
Edith Miller	Pathologist	300.00
Clara Dennis	Cook	96.00

\$ 3,996.00

VETERINARY CLINIC

W. C. Weil	Groom	\$ 1,200.00
	House Surgeon.....	1,200.00

\$ 2,400.00

DENTAL CLINIC

Earl G. Jones	Assistant Professor.....	\$ 1,000.00
Frank C. Starr	Instructor	1,100.00
Webster M. Baker	Instructor	1,000.00
Wendell D. Postle	Instructor	1,000.00
Harvey C. Highman	Instructor	1,000.00
Edwin W. Martindale	Instructor	900.00
Allie F. Harness	Clerk	1,000.00
Virginia L. Moore	Stenographer	960.00
Edna Wallace	Stenographer	960.00
Sue Merrill	Janitress	600.00

\$ 9,520.00

STORES AND RECEIPTS

Earl Conway	Stock Clerk.....	\$ 1,460.00
Charles Pugh	Stock Clerk.....	1,260.00
H. O. Baker	Laborer	1,200.00
Frank Langworthy	Laborer	1,200.00
D. R. Masters	Small Animal Keeper.....	1,140.00
Wilma L. Mulby	Stenographer	1,020.00
		<hr/>
		\$ 7,280.00

LABORATORY SUPPLY STORE

C. W. McClintock	Storekeeper	\$ 3,120.00
H. W. Miller	Pharmacist	2,100.00
L. S. Gormley	Pharmacist	2,100.00
Frank D. Brill	Pharmacist	2,100.00
M. L. Babb	Pharmacist	2,000.00
	Pharmacist	2,000.00
R. B. Leonard	Glass Blower.....	2,200.00
William E. Leonard	Glass Blower's Helper.....	1,200.00
H. L. Allison	Laborer	1,500.00
Frank Westervelt	Laborer	1,200.00
Robert Dowd	Laborer	1,080.00
	Laborer	960.00
Clara Fleisher	Clerk	1,200.00
Mary E. Joyce	Stenographer	1,020.00
	Clerk	960.00
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		\$ 24,740.00

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Mr. Caton was appointed a committee of one to cooperate with Dean Vivian and Professor Dakan in the selection of a site for the new Poultry Plant and to report on the same at the next meeting of the Board.

* * * * *

Thereupon, the Board adjourned to meet Friday, June 12, 1925, 9 a. m., at the University.

Attest:

(Signed) CARL E. STEEB,
Secretary

(Signed) L. E. LAYBOURNE,
Chairman.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, June 12, 1925.

The Board of Trustees met at the University at 9 a. m., pursuant to adjournment.

Present: L. E. Laybourne, Chairman; E. H. Mack, John Kaiser, Mrs. Alma Paterson, Julius F. Stone, Herbert S. Atkinson, Harry A. Caton.

* * * * *

The minutes of the last meeting were approved.

* * * * *

Upon recommendation of the Secretary, the following outstanding orders against G-2 Buildings, were cancelled:

Animal Husbandry Building	Architect's Fees	\$ 743.24
Engr. Exp. Sta. Bldg.	Architect's Fees	691.45
Hamilton Hall	Service Department	687.54
Ives Hall	Architect's Fees	243.19
Journalism Building	Service Department	52.14
Robinson Laboratory	Architect's Fees	487.38
Total,		<u>\$2,904.04</u>

The Secretary was directed to have specifications prepared and to receive bids for lighting fixtures and window shades for the various new buildings and to issue orders therefor, in amount to cover the unencumbered balance in the building fund as of June 30, 1925.

The Secretary was further directed to make any adjustments necessary in the present allotments for the buildings and to report such action at the next meeting of the Board of Trustees.

The Secretary presented a report from the Board of Overseers of the Ohio Union, stating that the Union now has invested an accumulated balance of \$20,000.00 and that out of this money the Board desires to make certain major repairs in the building during the coming summer; these repairs to include new floors on the first and second floors of the building made of a tile similar to that used in the new Administration Building, to paint the building throughout, and to make certain changes in the rooms. The estimated cost of the above improvements is to be approximately \$12,500.00.

Upon motion, the request of the Board of Overseers of the Ohio Union was approved.

Upon motion, the Secretary was authorized and directed to consummate the purchase of land from Miss Mary E. Hess, the appropriation for which will become available July 1, 1925.

The Secretary reported that there is a balance of \$6,000.00 remaining in the appropriation for roads around the Agricultural Buildings, and that in order to contract this money prior to June 30th, the State Controlling Board has authorized the letting of the contract without the usual form of advertising.

The plans, specifications, and estimates for said roadway as prepared by Mr. Elleman were presented and approved, and the Secretary was directed to receive bids thereon and to present the same to the Director of Finance for examination and approval, and when so approved to award contracts.

Upon recommendation of the President, Mr. W. D. Hicks, who has been an engineer in the Power Plant for the past thirteen years and lost one eye while on duty and is now losing the sight of the other eye, was relieved from active duty effective June 30, 1925, and for the next fiscal year was placed on a retiring allowance of \$60.00 per month.

The Secretary reported that the Citizens Trust and Savings Bank, the depository for the account of the University Treasurer, has announced that after July 1, 1925, the interest on the daily balances will be at the rate of 2% instead of 2.75%. This action was approved by the Board.

6-12-'25

Satisfactory evidence having been presented, duplicate diplomas were ordered for John B. Gault and Albert R. Shadle.

* * * * *

The Secretary called the attention of the Board to the matter of messenger insurance and after some discussion, it was ordered that the Secretary arrange for messenger insurance in the amount of \$5,000.00.

Upon motion, it was also ordered that the Secretary arrange to have the bond furnished by him converted into a blanket bond covering other employees of the office, the amount of said bond to be \$50,000.00.

* * * * *

Upon motion, the annual contract between the Department of Interior and the Ohio State University covering the Federal Bureau of Mines was renewed for another year and the President of the University and the Chairman and Secretary of the Board of Trustees were directed to execute said agreement for and on behalf of the Board of Trustees.

* * * * *

The Secretary reported that, in accordance with action of the Board of Trustees, the gift of \$15,000.00 received from the Trustees of the Pulte Medical College for the construction of the building for the College of Homeopathic Medicine has been returned in full to the Trustees of the Pulte Medical College.

* * * * *

The following resolution was unanimously adopted:

Resolved, That Dr. B. R. Buckingham be directed to conduct a survey of the Ohio State University; that, as far as time and resources permit, this survey shall include a cost accounting of the teaching, research, and administration of the various activities of the University, an inquiry into the organization and articulation of colleges, departments, and courses, a study of the adequacy of the teaching and research service provided for each college and department, an investigation of the occupancy of buildings, of the system of record keeping, and of the business management; that all offices and all faculty members and employees of the University be directed to furnish promptly for the purpose of this survey such information as may be requested; that the director of the survey be authorized to use for the purpose of the survey the staff of the Bureau of Educational Research and to obtain, subject to the approval of the President of the University, such services on the part of faculty members and employees as may be needed for the successful conduct of the survey; that, in order to permit the Bureau of Educational Research to continue its routine activities and meet its regular obligations, such extra service as may be necessary be provided; that during the course of the survey the director be relieved of all University duties and responsibilities, except the advisorship of graduate students; and that an appropriation of \$2,000.00 be made to provide for clerical service and for necessary expenses in connection with the survey.

* * * * *

The request received from Mr. Hugh J. Baker, Class of 1905, to have the sun dial, which this class placed on the campus as memorial, removed to the center circle of the Long Walk and also to replace the marble pedestal by a more enduring one of granite, the expenses to be defrayed by Mr. Baker and other members of his class, was approved.

The Secretary presented the following communication from the University Architect:

June 11, 1925,

Mr. C. E. Steeb, Secretary,
Board of Trustees,
Ohio State University.

Dear Sir—The Shepard Elevator Company, who have the contract for installing two electric passenger elevators in the Starling-Loving Hospital, make four suggestions concerning this work, which are as follows:

- | | | |
|-------|---|----------|
| (1st) | Place the east elevator machinery over head in a pent house, in place of in the basement, to make both installations alike. (The west elevator is over-head type). For this change, they offer a deduction of..... | \$300.00 |
| (2nd) | Change the door-closing device for both elevators, specified, to the type of door closer they manufacture. The advantage of this change is that both the hatchway door and the car door are operated by one unit in place of two. For this change, they offer a deduction of..... | \$200.00 |
| (3rd) | They will take the door closers specified, now in the hands of the General Contractor, off his hands, and allow a deduction of..... | \$500.00 |
| (4th) | Substitute a United States Government Standard sanitary hospital car for the car specified. For this substitution add to their contract..... | \$200.00 |
| | The above changes will result in a net deduction of.... | \$800.00 |

To carry out suggestion No. 1 will require the pent house for the east elevator increased in height about 5' and to place a metal door in the pent house.

For this work, the General Contractor submits a quotation of \$300.00.

These changes result in a net saving of \$500.00, and will give the University a more satisfactory installation.

The University Architect recommends to the Board of Trustees the approval of the above changes.

Respectfully submitted,

(Signed) JOSEPH. N. BRADFORD,
University Architect.

Upon motion, the above recommendations were approved and the Secretary was directed to have contracts amended in accordance therewith.

The following resolution offered by Mr. Mack was unanimously adopted:

Resolved, That the interest on the Endowment and all other incomes of the University for the fiscal year ending June 30, 1926, not otherwise appropriated be and the same are hereby appropriated for its support and maintenance.

Upon recommendation of the President, the following budget for the dormitories was adopted:

<i>Name</i>	<i>Title</i>	<i>Annual Rate</i>
Mrs. E. E. Prout	Superintendent	\$2,520.00
Leola B. Flory	Dietitian	1,800.00
Laura A. Wadsworth	Secretary	1,320.00
Mrs. Annis Newton	Chaperon	1,500.00
Katherine Hammell	Housekeeper	996.00
Mary Warner	Housekeeper	360.00
Mary Barr	Cook	960.00
Emma Eppel	Cook	780.00
Elizabeth Kincaid	Cook	600.00
Nettie Teguel	Cook	780.00
Isaiah Ragland	Janitor	1,056.00
Jessie Bull	Janitor	1,800.00
Susan Roberts	Maid	480.00
Gustina J. Gwyn	Maid	13.50 per week
Maggie Flipping	Maid	12.50 per week
Henrietta M. Clark	Maid	12.50 per week
Jennie Thomas	Maid	12.50 per week
Sarah Ragland	Maid	12.50 per week
Eliza Mickens	Maid	12.00 per week
Odell Wenn	Maid	12.00 per week
*	*	*

Upon recommendation of the University Faculty, it was ordered that the following degrees be conferred by the President of the University on Commencement Day, June 16, 1925:

DOCTOR OF PHILOSOPHY

Aubrey Ottarson Bradley, B.A. (Ohio Wesleyan University), M.Sc.; Leonard Thomas Capell, B.Ch.E., M.Sc.; Marion William Caskey, A.B., M.A. (Baylor University); Clifford Reginald Cutright, B.A., M.Sc.; Howard Leroy Dunlap, B.S. (Ohio University), M.A.; Paul Randolph Farnsworth, B.A., M.A.; Henry Bohn Hass, B.A. (Ohio Wesleyan University), M.A.; George Preston Hoff, B.A., M.Sc.; William Vermillion Houston, B.A., B.Sc. in Edu., M.Sc.; Walter Harrison Larrimer, B.Sc. in For., M.S.; Alfred Ernest McGee, B.S., M.S. (Louisiana State University); August Edward Miller, B.Sc. in Agr., M.Sc.; Robert Lee Morton, B.Sc. in Edu. (Ohio University), M.A.; Henry Francis Palmer, Jr., A.B. (Dartmouth College), M.Sc.; Louis Abell Pappenhagen, B.S. (Allegheny College), M.Sc.; Marion Capps Reed, B.S. (Kansas State Agricultural College), M.Sc.; Charles Adolph Weigel, B.Sc. (New Hampshire State College), M.Sc.; Florence Jane Williamson, A.B. (Cedarville College), M.A.; Arthur J. Yaney, B.A. (Ohio Wesleyan University), M.Sc.

MASTER OF ARTS

Morna Leo Adams, Ph.B. (Denison University); Francis Robert Aumann, B.A. (Ohio Wesleyan University); Helen Fayerma Behrens, B.Sc. in Edu.; Hilda Maurine Bell, B.A.; Lloyd Slavens Bloomfield, B.Sc. in Edu.; Mabel Cranston Briney, A.B. (Miami University); Etheyl Amelia Brown, B.A. (College of Wooster); Henry Clyde Carlton, A.B. (Hiram College); Ruth Carson, Ph.B. (College of Wooster); Harold Kennerley Casterton, B.Sc. in Bus. Adm.; Edna Maria Clark, B.A.; Lester David Condit, A.B. (Miami University); Francis Herick Conners, B.Sc. (New York State College for Teachers); Mary Elizabeth Conrad, B.A.; William Robert Cornthwaite, A.B. (DePauw University); Edna Eva Davis, B.A. (Syracuse University); Eleanor

Mercedes Do Bell, B.A.; Ralph Emerson Dunford, B.A.; Carl Godfrey Easter, B.A.; Florence Leon Eberhard, B.A.; Otto C. France, B.A. (Indiana State Normal School); Carl Maynard Frasure, B.A.; Eloise Fromme, B.A., B.Sc. in Edu.; Charles Goodsell Fulkerson, B.A. (Washburn College); Benjamin Gamzue, B.S. (Massachusetts Agricultural College); Guy Lee Geiger, B.Sc. in Agr.; R. Clark Gilmore, A.B. (Miami University); Miles McKindree Graham, A.B. (Ohio University); Clifton Wallace Hall, Ph.B. (Denison University); J. Wesley Hatcher, B.A.; Edna Marea Hoffman, B.Sc. in Edu.; Olive Mae Hoover, B.Sc. in Edu.; Verna Virginia Kennon, B.Sc. in Edu. (Muskingum College); Myra Wilhemina Kuenzel, B.A.; Clarence Oliver Lehman, A.B. (Bluffton College); Mary Florence McCarthy, B.Sc. in Edu.; Eleanor Ward McClain, B.A. (Ohio Wesleyan University); William Collins McCoy, B.A.; Herman Leo McCullough, A.B. (Wittenberg College); Robert Hooper McNeil, A.B. (George Washington University); Faith Melsheimer, B.A., B.Sc. in Edu.; Clarence Walter Morris, B.Sc. in App. Opt.; Walter Frederick Muhlbach, Ph.B. (University of Chicago); Elmer Talmadge Naylor, B.Sc. in Edu.; Howard William Newton, A.B. (Hiram College); Wesley Clark Newton, Jr., A.B. (Marietta College); Harold Joyce Noble, B.A. (Ohio Wesleyan University); Ralph Wilson Ogan, B.A. (Muskingum College); Flora Eva Olnhausen, B.A., B.Sc. in Edu.; Mary Anita Palmer, B.A.; Edna Oramay Pate, B.A.; Karl Dustin Reyer, B.Sc. in Bus. Adm.; Max Manuel Rosen, B.Sc. in Bus. Adm.; Claire Gertrude Sharpe, B.Sc. in Edu.; Grace Mae Slater, B.Sc. in Edu.; Kenneth Ludwig Smoke, B.A.; Sue Snorf, B.S. in Edu. (Miami University); Edna Spatz, B.A.; Helen Louise Stitt, B.A.; Frances Elizabeth Summy, B.A.; Fred Leon Teal, B.S. in Edu. (Ohio Northern University); Negley King Teeters, A.B. (Oberlin College); Floyd Johnson Vance, A.B. (Otterbein College); Mary Elizabeth Walker, B.A.; Mary Wartens, A.B. (Shorter College); Alethea Hebron Washington, Ph.B. (University of Chicago); Josephine Waters, B.A.; George Willard White, B.S. (Otterbein College); Dortha Edith Williams, A.B. (Indiana State Normal School); Margaret Caroline Williams, A.B. (Mount Holyoke College); Elizabeth Florence Yager, B.A., B.Sc. in Edu.; Sung Ling Yao, B.Sc. in Bus. Adm.; Lawrence Howard Yingling, B.A. (Northwestern College).

MASTER OF SCIENCE

Horton Alger, B.Sc. in Agr.; Earle Radcliffe Caley, B.S. (Baldwin-Wallace College); Oscar Ling Cartwright, B.S. (Allegheny College); Edward Francis Ferguson, B.E.E.; Robert Ceylon Gregg, B.A. (Ohio Wesleyan University); Benjamin Wyatt McKay, A.B. (Hiram College); Hugh Howard Miley, B.A.; William Dickson Nicoll, B.S. (Tarkio College); David Charles O'Donnell, A.B. (Miami University); Russell Edmund Rebrassier, D.V.M.; Roy Elmer Roberts, B.S. in Agr. (Purdue University); Andrew Earl Roper, B.A.; Leonard Francis Sheerar, B.Sc. in Cer. Engr. (Alfred College); George Washington Starr, B.Sc. in Bus. Adm.; Andrew Z. Stauffer, B.S. (Ohio Northern University), B.Sc. in Agr.; Archie Newton Tissot, B.Sc. in Agr.; Edwin Fred Vogel, B.S. (Capital University); Star Henry Windsor, B.Sc. in Agr.

MASTER OF SCIENCE IN SOCIAL ADMINISTRATION

Prather James Hauser, A.B. (Wilberforce University).

BACHELOR OF SCIENCE IN AGRICULTURE

Chester B. Alspach, Russell Crowe Atkins, Andrew Harper Bickett, Joseph Clifford Bixler, Louie Henry Bohley, James Matthew Cook, Thomas Arthur Cook, Guy Lamar Coppock, Robert Patterson Craven, Edwin Marshall Cupp, Charles Perry Dodd, Ernest Adrian Drake, John Elmer Drake, Jr., Clarence Edward Drumheller, John William Ellis Dunbar, Harold Carl Esper, Samuel Phillip Frantz, Chester Jonas George, Lester John George, Paul Jones Hanes, Wesley Alfred Harper, Roy Burton Harris, Norton Doan Henry, Jr., Harold Grannis Hodson, John Henry Hollenberg, Earl Kerlin Jackson, Howard Frankford Kohler, Stephen John Langshaw, Houston Melvin Lemasters, Lowell Martin Lewis, Julius Harold Lintner, Howard McClarren, Homer Wakefield McClure, Carl Laughlin Mack, Lewis Briggs Morehead, Benjamin Franklin Morris, Sheldon White Neill, Newell S. Oder, Walter Pabst, Harold Seymour Peters, Raymond Leslie Pigion, Donald Piersol Plymale, Calvin McNary Pollock, William Herbert Poly, Virgil Bryan Redd, Lloyd Roscoe Roof, Elmer Miller Rowalt, Harold Day Saxton, Walter Ernest Schaeffer, Morris M. Schlosberg, Raymond Edison Shank, Erval Ainsworth Spafford, Leonard Erwin Swanson, Robert Emmet Swihart, Howard Tom, Charles Francis Tossey, Isaac Warshay, Alan Francis Williams, Clifford Alexander Wilson, Willard Henry Wolf, George Stewart Wolfram, Harry Darl Wright.

BACHELOR OF SCIENCE IN LANDSCAPE ARCHITECTURE

Lela Erline Green, Ralph Lucas Reaser.

BACHELOR OF SCIENCE IN HOME ECONOMICS

Helen Abbott, Violet Kramer Alspach, Marjorie Lela Averell, Frances Martha Baker, Helen Harvey Baldwin, Elda Mae Barnes, Anna Mary Barr, Esther Jane Bishop, Rhea McKay Bishop, Mary Louise Bone, Dorothy Louise Briggs, Elizabeth Ruth Brooks, Mary Ann Brown, Kathryn Helen Bryant, Mary Florence Chambers, Winifred Bess Chrisman, Norah Margaret Clancy, Ruth Pauline Clouse, Frances Coffman, Josephine Coppock, Beatrice Elizabeth Cummins, Elizabeth Deiber, Charlotte Campbell Ellis, Esther Erwin, Grace Althea Essex, Lucy Jeanette Folsom, Marjorie Eugenia Fouke, Mildred Ruth Geiger, Agnes Dorothy Grabiell, Margaret Groschner, Helen Annalee Hart, Lucile De Ett Hawkins, Georgia Gordon Hershey, Isabelle Mortimore Hitchcock, Marion Annatta Hoddick, Elizabeth Ann Holloway, Pauline Agnes Johnson, Doris Eleanor Kerr, Doris McGrew Kissinger, Faye Margaret Larimer, Marian Alice Leak, Margaret Allen Lunn, Helen Larimer McCandlish, Margaret Ella Madden, Ethel Frances Miller, Frances Miller, Anita Conant Moser, Blanche Bell Oyler, Mary Elizabeth Preisendorfer, Edith Eliza Rabberman, Serena Clifford Rees, Dorothy Rose Reinbolt, Marguerite Pauline Richner, Hilda Rymer, Merion Elizabeth Savage, Helen Adele Scheffler, Agnes Mae Skinner, Marian Slater, Rose Stetelman, Joyce Syler, Virginia Jones Thomasson, Marian Coletta Vincent, Verna Katherine Weaver, Dorothy Williams, Ernestine Elizabeth Williams, Blanche Winifred Wolfe, Mary Marjorie Yost.

BACHELOR OF ARTS

Theresa Emma Armstrong, Helen Burington Arnold, Frederick Calvin Ault (with high distinction), Marthalee Beaver, Albert Boggs (with high distinction), Rollo Wyrick Bonnell, Peter Hubert Bonner, William Frank Boukalik, Edna Cordelia Bowling, Robert Elmer Boyd, Frank Sheldon Bradford, Richard Irving Brashear, Jeanette Bresnan, Helen Jean Brown (with distinction), Olin Teeter Brown, Dorothea Ruth Buckley, Richard Stevens Burington (with high distinction), John William Camp, Helen Mary Cannon, Henry Amos Carns, Maryon Alice Carpenter, George Richard Carpenter, Virginia Case, Arnie Louise Chadwick (with high distinction), Anna Belle Chalfant (with high distinction), Helene Elizabeth Cherry, Samuel Chiccarino, Edmund Stephen Chod, Charles Egolf Clifton, Charles Monroe Coffin (with high distinction), Mary Collicott (with distinction), Rollin Francis Conaway, Paden Hott Coontz, Emmitt Littleton Crist, Paul Arthur Culbert, Mary Adra Cull, Harriet Laverne Davis, Russell Edmund Davis, B.Sc. (Wilmington College), Naomi Esther Decker, B.Sc. in Edu.; Ruth Harriett Doncaster, Joseph Marshall Downs, Anna Wonder Eikenhout (with high distinction), Dorothy Ida Failer, Robert Hull Farber, Margaret Eliza Finckel, Nellis Hartley Fisher, Robert Clarence Fowler, Dorothy Elizabeth France, Elizabeth Bancroft Fravel, Dorothy Standish Frohock, Elsie May Fuerniss, Katharine Elizabeth Gamble, Ruth Gebhart, Hilda Loretta George, Marjorie Russell Gibson (with high distinction), Charles Emory Glander, John Paul Goetz, Eric Theodore Griebeling, Paul Alfred Griffith (with high distinction), Reinold Haldi, Louise Harding (with distinction), Hulda Elizabeth Hauenstein, George B. Hay, Dorothy Virginia Hayden, Frank William Heeter, Mera Lin Helin, Ward James Herbert (with distinction), Catharine Luella Hicks (with distinction), Margaret Gertrude Hobstetter (with distinction), Eldon Ferdinand Hoerner, Robert Hawes Hoffman (with distinction), Wilhemina Louise Holtzman, Charlotte Olivia Hoop, Robert Edgar Hughson, Jr., Helen Alvina Hunscher (with high distinction), Vinson Hunter, Henry Pettker Huston, Clifford Lester James (with high distinction), Ruth Virginia Johnson (with high distinction), Dorothy May Johnston, Cornelia Imogene Jones, Rachael Anne Jones, Lawrence Edwin Judy (with distinction), Katherine Annette Kauffman, Grace Florence Kelley, Caroline Conwell Kennedy, Arthur Glenn Kent, Zora Ewens Frankel Kettell, Carter Coslet Kissell (with distinction), Jean MacPherson Kitchen, George Corinth Lacy, Gertrude Virginia Lance, Lucile Anne Lane, Lola Louise Larason, Rosa Oberia Lattimer, Ted C. Lewis, Ethel Veres Lichtblau, Daniel Poindexter Lincoln, John Stephen Loder, Calvin Armstrong McCoy, Leo Eldridge McCoy (with distinction), Raymond Alex MacFadyen, David Magid, Margaret Louise Marsh, Elizabeth Lincoln Marshall (with distinction), Donald Holcomb Metcalf, Margaret Hinkel Meyer (with distinction), Robert Ross Michener, Catherine Adele Miles (with distinction), Foster Travis Miller, Nancy Eleanor Milligan, Alma Amelia Millonig (with high distinction), John Franklin Miner, Peter Michael Mizenko, Jessica Indanthea Moffat (with high distinction), Laura Estelle Nash, George Philip Naum, Carl Joseph Ochs, Helen Frances Okerbloom, Naomi Organ, B.A. (Wilmington College), Mildred Fransonia Orwig, Hercule Paulino, Beulah Amy Parrot, George Elliott Peters, Robert Clair Porter, Helen Rathburn, Albert Edmund Redman, Marcella Augusta Rehl, Dorothy Ellen Reid (with high distinction), Irville Spencer Rian,

Cleopatra Rutter Riegle, James Glenn Ross, Florence Emma Rozelle, Cordelia Closse Ruetenik, Louise Salisbury (with high distinction), Merritt Edward Schlafman, Walter Paul Schuette, Margaret Lee Calhoun Seely, Albert Ephriam Segal (with high distinction), Herman William Seikel, Ruth Laura Sells, Frank Merrick Semans, Helen Rey-beurne Sidener, Florence Katherine Simmons, Gwendolen Singleton, Mary Isabelle Skeen, Ralph A. Skilken (with distinction), Charles Anderson Slade, Deane Hawthorne Spaulding, Margaret Speaks, Mary Elizabeth Sprague, David McClure Spriggs, Anna Becken Stein, Hylda Laurel Stern, Herbert Ralph Stockwell, Roy Jacob Stone (with distinction), Ethel Marie Straw, Alfred Bell Strehli, Esther Elizabeth Stroedter (with high distinction), Huldah Anna Stroedter, Irma Dacie Strong, Donald Chapman Strother (with distinction), Karl Otto Suessenguth, George Ching Sun, Marion Swickard, Mary Taylor, Charles Van Pelt Thomas, Margaret Ellen Thomas (with distinction), Hugh Cochran Thompson (with high distinction), Wilbur Metellus Tidd, Eleanor Augusta Torbert, Dean Wakefield Trott, Ruth Louise Trott, Paul Wood Vale (with distinction), Mildred Wagner (with high distinction), Edna Christine Natalie Walz (with high distinction), Shu-Ling Wang, Stuart Mills Watson, Alex Stevenson Watt, Florence Helen Welch, Mary Elizabeth Whiteford (with high distinction), Edwin Lloyd Wiegman, Mary Elizabeth Winters, William Foster Wittman (with distinction), James Mortimer York, Helen Gertrude Zahn, Esther Rosetta Zurcher.

BACHELOR OF SCIENCE

Russell Wilson Gardner, Donald Fayette Gowe, Harold Ellsworth Hathhorn, John Elmer Hoberg, Myron Hopkins Powelson, Edmond Girard Puterbaugh, Francis Augustus Riebel, Milton Anderson Strawbridge, Robert Milton Zollinger.

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

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Francis Paumier, Samuel Wilson Pearce, William Herbert Phillips, Henry Isaac Raymond, Jack Clarence Reese, Jack Segall Resler, Harold Allen Ritter, Brooks Edward Rogerson, Roland Deem Ross, Milton Ivan Shapero, Melville James Shaw, Carl Frederick Shonting, Ralph Marion Siniiff, Laurence Nelson Snyder, Everett Van Spaulding, Carl Lloyd Spicer, John Jay Miller Spiker, Arnold Joseph Stang, Charles Edgar Stinson, Walter Eugene Stockton, Charles Scott Storck, Alfred Bell Strehli, Anton Edward Strohm, Charles Norris Sutton, Dorothea Jeanne Tinstman, George Devilloe Tuttle, Chester Curtis Vaughan, Frederick Lee Von Neiderhausern, Lawrence Rudolph Walther, Rosalia Mary Weaver, Stewart Weber, Mildred Carolyn Weil, Harley Louis Werth, Walter Levere Wickard, Ralph Byron Williams, Earl Craven Willson, Herbert Willit, John Hayes Winters, Virginia Woodworth, Harry Lester Wylie.

BACHELOR OF SCIENCE IN JOURNALISM

Eric John Bender, Leo Aloysius Dunkel, Herbert Gray Fickes, Alfred Tennyson Greenbank, Frances Blake Huffman, Albert Hopkins Kelly, Rose Emma Miller, Frank Alphus Petrie, Albert Edmund Redman, Thomas Harold Revere, Bernadine Rose Soisson, Asa Lee Spencer, Ruth Eleanor Turner, Mildred Frankel Weiss, Melvin Kerr Whiteleather, Henry Everett Worley, Jr.

BACHELOR OF SCIENCE IN SOCIAL ADMINISTRATION

Treva Mae Allen, Myrtle Marie Cook, Lillian Isabel Freund, Mamie Sue Greer, Rowena Louise Krob, Harriet Alice Lakin, Martha Norinne Lathouse, Portia Belle Mengert, Ruth Elizabeth Patterson, Evelyn Grace Richmond, Goldia Mary Spafford, Joe Reynolds Wisely, B.C.S. (Findlay College).

DOCTOR OF DENTAL SURGERY

Lewis Romer Basch, Joseph Newland Basom, Donald Elbridge Bowers, Edward Samuel Cox, William Evans, John Thomas Fulton, Harry LeRoy Hanna, Clayton Chan Haulk, LeRoy Johnson, Walter Barnhart Kline, Joseph Frederick Lyden, Ralph Millard McCoid, William James Madison, Quinn Frank Montgomery, A.B. (Fisk University), Richard Peter Muth, Alfred Stattelmann, John Edwin Sullivan, Victor LeRoy Thompson, Maynard Barnhart Thorpe, George Elmer Wilson, Robert Chancy Wilson, Reginald James Woodward.

BACHELOR OF SCIENCE IN EDUCATION

Dorothy Frances Abernathy, Una Margarete Ackley, Ruth Clark Allen, B.A.; Juliet Mary Alspach, Lucy Mary Amborski, Hester Virginia Amlin, Rachel Ada Appleman, Dorothy Le Baron Arbuckle, Ruth Irene Avey, Amanda Georgia Baer, Katherine Maxine Baker, Leta Fay Barrick, Gladys Coble Bartlett, Ruth Carmen Beall, Earl Edson Beard, Gertrude Elizabeth Beery, Katherine Lucile Bennett, Eva Margrete Berman, Miriam Harriet Bernstein, Eleanor Olive Black, B.A.; Ruth Madeline Blenkner, Homer Blue, Bernice Estelle Blumenstiel, Elizabeth Harriet Borger, Anna Amelia Bower, Irma Louise Braun, B.A.; Martha Brennan, Helen Irene Brink, Stella Marie

Brooks, Helen Marguerite Butterworth, Hallam Dean Campbell, George Richard Carpenter, Hsuan-Shan Chen, Helene Elizabeth Cherry, Emit Guy Clark, Sarah Bell Colflesh, May Genevieve Collins, Mary Louise Cornell, Dorothy Margaret Cotter, Bernice Grace Croll, Loral Beatrice Culbert, Fidelia Ann Cummings, Marguerite Fullerton Danner, William Dwight Darling, Lucy Dennison, Dorothy Forrest Derry, Dorothy Eloise Dougherty, Ellen Dumm, Olive Louise Edwards, Anna Wonder Eikenhout, Evelyn Ruth Ennes, Carolyn Faris, Mary Lucile Flanagan, Florence Elizabeth Foster, Esther Lucille Frazier, Anna Corinne Frederick, Grace Loella Fritz, Jessie Lenora Fry, Phoebe Marguerite Fulton, Louesba Mitchell Galbreath, Katharine Elizabeth Gamble, Louise Gatewood, Bonnie Lee Gehres, Helen Elizabeth Gilbert, Alice Hortense Gillespie, Edna Frances Gordon, Dorothy Ethel Graham, Jefferson Eugene Grigsby, A.B. (Biddle University), Cleo Evelyn Grover, Dora Olive Grube, Helen Armena Harpster, Katherine Margaret Harrop, Helen Lavonne Hauptert, Helen Elizabeth Hawkins, B.A.; Ruth Marie Helter, Martha Jane High, Anita Ione Hoffman, Ruth Leona Huddle, Earl Dickinson Irick, Alice Carolyn Jennings, Harold Nels Johnson, Martha Ann Johnson, Ruth Virginia Johnson, Faith Adelaide Johnston, Cornelia Imogene Jones, Leland Thomas Jones, Mary Rachel Jones, Mildred Jones, Edith May Judd, Katherine Annette Kauffman, Lois Rebecca Keller, Marguerite Kellerman, Eulalia Marie Kemp, Freda Mae Kennard, Selma Ruth Kessler, Ruth Loine Killworth, Alice Rosina Kirchner, Nelle Margueritte Kloepper, Charlotte Isabelle Knauss, Edith Elizabeth Lakin, Margaret Ellen Lanpher, Desdemona Latham, Margaret Naomi Lee, Lueta Charline Lesser, Dorothy Elizabeth Longshore, Ethelyne Lee McBee, Leo Eldridge McCoy, Harold Lorin McMillan, Russell Harmon Martin, Sedalia Gladys Mayer, Josephine Metcalfe, Catherine Adele Miles, Alma Amelia Millonig, Ruth Elizabeth Monesmith, Mary West Morgan, Georgia Elizabeth Moss, Charles Mortimer Mulholand, Lillian May Nesser, Mary Elizabeth Newlun, Gertrude Ida Nothstine, Dorothy Rebecca O'Neil, William Daniel Overman, Hilda Marie Owens, Olive Arlyn Pearson, Florence Amelia Powell, Mary Lucile Rapp, Lucile Marie Renz, Florence Amelia Rice, Velma Lee Ridenour, Grace Velma Rinehart, Sevellon Channell Rockwell, B.A. (Mt. Vernon College), Hazel Isabel Ross, Ruth Elizabeth Ross, Freda Ida Schlose, Helen Schrider, Theodore Bruning Sherman, Elizabeth Constance Sims, Catherine Agnes Small, Elizabeth Maybelle Smith, Marjorie Grace Smith, Phyllis Eugenia Smith, B.A.; Clare Berkley Snodgrass, Hazel Anne Snyder, Hazel Dorothy Stelzer, Helen Dorothy Stephens, Izora Finch Stewart, Katherine Irene Stewart, Alma Eunice Stockton, Ethel Marie Straw, Hazel Strayer, Frances Foss Taylor, Louis LeGrand Taylor, Mildred Eleanore Taylor, Ruth Elizabeth Taylor, Lorena Templin, Lenore Laura Tharp, Gertrude Elizabeth Thomas, Ida Anna Thomas, Beatrice Thompson, Dorice Tidd, Margaret Elizabeth Tinsley, Ora Benjamin Tracht, Edith Sarah Vance, Mildred Wagner, Grace Elizabeth Waite, Odell Wallace, Mercedes Van Dyke Walley, Edna Christine Natalie Walz, Anna Elizabeth Weakley, Kathryn Julia Webb, Mildred Ozilla Wertman, Orvel Clark West, Marjorie Eloise Weston, Anne Elizabeth Wiant, Austin Birdine Wilder, Gladys Mohler Williams, Pearle Elizabeth Williams, Vestal Madeline Williams, Margaret Louise Winckelmann, Glaga Cecelia Wood, Marianne Elizabeth Woodcock, Dorothy Elizabeth Young, Alice Christina Zimmer, Reva Corine Zipperlen, Gertrude Ohlemacher Zorn, Esther Rosetta Zurcher.

BACHELOR OF ARCHITECTURE

Doyt Harold Early, Roscoe Maynard Gortner, John Wallace Green, James Arthur Kaltenbrun, Winters Sampson, Harold Sylvester Sands, Robert Verne Wade, Clement Mortimer Williams.

BACHELOR OF ARCHITECTURAL ENGINEERING

Otis D. Coston, Clifford Elbridge Jones, Donald Fee McMurchy, Robert Henry Morgan, Horace Boyce Rose, John Frank Small, Roy Emmor Vickers, Ora Elden Wells.

BACHELOR OF CERAMIC ENGINEERING

Thomas Moore Arnold, John Atwood Austin, Edward Burkhalter, Robert Edwards Gould, George Morrill Grady, William Eugene Senn, Harold Ellis Simpson, Francis Oliver Stull, B.E.M.; Frank Charles Westendick.

BACHELOR OF CHEMICAL ENGINEERING

Burton Benjamin Annis, Curtis C. Balding, Richard Hartwell Bancroft, Nathan Thomas Beynon, John Lavelly Bowers, Mathew Michael Braidech, Alfred Martin Eyerman, Arthur Edgar Juve, Robert Orin Klotz, Armand McClintock McCollister, Frederick Haviland MacLaren, Merritt Taylor Metz, Paul Martin Mowen, Ralph James Paddock, John Clarence Pew, Robert William Rothrock, Chennan Shen, Robert John Sutton, Owen Albert Thompson, Harold Millard Trimble, Nelson Clegg Turner, Kevork Sarkis Tzindzalian, William Frederick Underwood, Adolph Valley, Herman Ernst Wening.

BACHELOR OF CIVIL ENGINEERING

Carl Edgar Allen, Willis Partman Ansley, John William Dorwell Bebout, Paul Joseph Bodey, Paul Henry Boldt, Henry Armstrong Brevoort, Stewart Burdeaux Brown, Forrest Eugene Byrns, Owen Edward Clark, John William Currie, Francis Houser Davidson, Carleton Burnett Dittenhaver, Clifford Alton Fites, Charles Gustavus Franklin, Lawrence Berry Gamble, Hobart McKinley Gray, Joseph Roger Hayden, Paul Mardaunt Holmes, Charles Longson Lockett, Charles Hosmer Longwell, Leon Bravo Millan, George Henry Miner, Floyd Levan Reed, Albert Ward Ross, Jr., Orville Henry Seeger, Raymond Sperr, Benjamin Clifford Stuck, Edmund Dickey Watts, Charles Henry Wicks, Theodore Claude Wilson, Charles Herschel Woodruff, Arthur George Wyatt.

BACHELOR OF ELECTRICAL ENGINEERING

Henry August Becker, Cecil Shisler Bidlack, Frank Lucian Bisel, William Henry Cochran, Thomas Gillum Crabtree, Daryl Rowland De Roche, Edward William Dougherty, Arthur Emanuel Flink, Victor Edmund Gauthier, Clair Eugene Gaylord, John Raymond Gebhart, Howard Lewis Glenn, Clyde Miller Griffin, Lloyd Marvin Grow, Ralph Gordon Hall, Jack Nelson Heed, Arthur Willis Hershey, Ralph Harman Hiester, Robert Charles Higgy, Gerald L. Hoddy, Joseph Alex Horvath, Frederick Vinton Hunt, B.A.; Harold Freeman Kellogg, Maurice Sylvester Kirwen, Lewis Ray Klopfer, Irving Llewellyn Lindow, Thomas Addison McCann, III, James Carleton McCurley, Robert Emmett Madden, George Raymond Miller, Ward Russell Miller,

Isaac Hollis Parry, Eugene Pearson, Carl Albert Schaefer, Jr., Harold Karr Sellick, Reynolds Eugene Smith, Glenn Alta Spohn, Jennings Neil Stanbery, John Smith Stevenson, John Wayne Thomas, Charles St. Clair Thompson, Raymond Edward Utter.

BACHELOR OF MECHANICAL ENGINEERING

George Eldon Armington, Marshall William Baker, Ora Walter Bard, Orlando Keith Barnes, Alfred David Benson, Harry Madison Blank, Harry Elmer Bonner, Homer Newton Booker, Luis Alberto Borruat, Maurice Russell Gannon, Max O'Neil Griffith, Willard Virgil Grove, Noel Frederick Christian Haberkost, Martin Hamm, Samuel Abraham Harris, Howard William Harrison, Victor Hugo Hasselquist, Christian Andrew Henes, William Marion Holaday, Marshall Houghn, Frederick Alvan Huhn, Clark Magly Humphreys, Robert Harold Hoehler, Kermit James Leach, Neil Boyer Miller, Loren Austin Murphy, Roy Irvin Plummer, Arthur Leroy Rybolt, Wallace Harland Seckel, Vaughn Bernard Thompson, Edgar Lawrence White, Foster Jason Young.

BACHELOR OF METALLURGICAL ENGINEERING

Starling Portz Bahmer, Russell C. Beam, Richard Walbridge Parsons, Thayer Haller Schwarzkopf.

BACHELOR OF ENGINEERING IN MINING

James Roy Bartlett, Arnold Evert Condon, Jesse Raymond Glaeser, Nelson Monroe Jenkins, Joseph Carl Perry, Karl Reese Thompson.

BACHELOR OF ENGINEERING PHYSICS

Louis Mace Heil.

BACHELOR OF SCIENCE IN APPLIED OPTICS

Homer Blue, William Leroy Burris, John Vincent Conlon, John Lowell Crawford, Marion Alice Gibson, Richard Malcolm Hall, Harry Joseph Kramer, Charles Edwin Padoll, Leroy Earl Puetz, Wilbur Burnley Stephens, Alfred Henry Wittlig, B.A. (Marietta College).

JURIS DOCTOR

Sidney DeLamar Jackson, Jr., B.A.; John George Ketterer, B.A.; Ralph Henry Klapp, B.A. (Wittenberg College); Horace Dunn Riegler, B.A. (Ohio Wesleyan University); Henry William Seney, II, A.B. (Cornell University).

BACHELOR OF LAWS

Herman Louis Arenson, Leslie Jacobs Arnold, B.A.; William Wayne Badger, B.Sc. in Bus. Adm.; Joseph Haradon Beatty, B.A.; Scott Alexander Belden, Samuel Luccock Black, Jr., Howard Roger Butler, Henry Amos Carns, Francesco Cipriano, Arthur Raymond Cline, B.A.; Mettill Cranston Cross, Edward John Davis, B.A.; Harlan Oliver Davis, B.A.; Robert Joseph Davis, Thomas Edward Davis, Lawrence Edmund Duffey, Walter Cecil John Dunigan, Elmo Martin Estill, B.Sc. in Bus. Adm.; James Mitchell Evans, Harry Clifford Fens-termaker, B.A.; Byron Edward Ford, B.A.; Morris Morrison Garfin-

kel, Charles Audley Gray, Noel Lewman Greenlee, John Grant Hanlin, Albert Edward Irvine Harter, Marvin Henry Helter, B.A.; (Ohio Wesleyan University), James Frederick Henderson, Benjamin Wade Jenkins, Kenneth Belknap Johnston, B.A.; Leslie Andrew Kindell, Wilbur Roy Klein, Glenn Kreider, Moses Lane, Richard Nye Larrimer, Ernest Guthrie Littleton, Richard Asa McClure, William Moore McCulloch, Norman Lindsey McLean, Raymond Alex MacFadyen, Oliver Clayton Martin, B.A., B.Sc. in Edu.; Edmund Louis Matz, Robert Mellman, Herbert Spencer Mendelsohn, Edgar William Norris, A.B. (Marietta College); Glenn Edward Offenbacher, Kenneth Henderson Pauley, B.A.; Ralph John Rekart, Neill Rife, B.A.; Duane Rightmire, Morgan William Roderick, Samuel Johann Roessler, B.A.; George Edward Schroth, Jr., B.Sc. in Bus. Adm.; Harry Schwartz, John Wood Seely, Justin Leon Sillman, Walter Richard Snider, Dwight Alston Swisher, B.A.; Russell Webster Thomas, Dean Wakefield Trott, Louis Tucker, Harold Herdman Voelker, William Louis Weber, B.A.; Howard H. Webster, B.Sc. in Bus. Adm.; Ralph Whorton Wilkins, A.B. (Ohio University); Starr Nehemiah Williams, Donald William Wiper, B.Sc. in Bus. Adm.; Alfred James Worsham, B.A.; Ben Henry Zwick.

DOCTOR OF MEDICINE

Ernest Carey Alexander, A.B. (Wittenberg College); William Kenneth Argabright, B.Sc.; Allan Steinwehr Avery, David D. Baden, John Bakos, B.A.; John Sydney Balliet, Carl Homer Bayha, B.Sc.; Harry Wilbur Beck, B.Sc.; William Anderson Bloom, B.Sc.; Boyd Cline Bly, B.A.; Arthur Wayne Boda, Fred Allison Bower, Wade Disler Bower, B.Sc.; James Richard Brandon, Stowell Nelson Brown, John Ellis Conley, B.Sc.; Abe Cowan, John T. Craddock, Johnnie Hamill Czatt, Francis Ward Davis, B.Sc.; Morris Edgerton Deuel, Roswell Schiedt Fidler, B.A.; Claudius Langdon Forney, B.A.; Frank Chauncey Frailie, B.A.; Huston Fenn Fulton, B.A.; Mildred White Gardiner, B.A.; Roland Haven Good, Edward Williams Harris, B.Sc.; Harold Krauss Harris, John Vandereau Horst, B.Sc.; Albert Kreider Howell, Gerhard Arthur Isselstein, Roland Schuster Jauch, B.A. (Baldwin-Wallace College); Louis Nicholas Jentgen, B.S. (Heidelberg University), William McKinley Johnston, Frank Henness Jones, Roland Wynn Jones, B.S. (Mt. Union College); Jacob Marvin Kahan, Lloyd Lavern Kersell, Jay Clay Kloepfer, Charlotte Elsbeth Kusta, B.A. (Western Reserve University College for Women), B.Sc.; Ruskin Billings Lawyer, Lewis Lee Liggett, A.B. (Franklin College); Claude Franklin Love, Bennie Lubitz, B.Sc.; Roger Hoffman McCaughtry, Ila Alexander McCown, Eugene Wayne Martz, B.S. (Denison University); Willis Beem Merrill, Byron Eugene Neiswander, Charles Ernest Newbold, Ernest Thomas Pearson, Edgar Pickard, B.Sc.; Robert Thomas Polling, B.A. Kenneth Emanuel Reighard, B.Sc.; John Henry Richardson, B.Sc.; Francis Augustus Riebel, Charles Wilbur Scheib, B.S. (Denison University); Frank Patrick Schubert, B.Sc.; Jackson Searles, B.A.; Hubert Emerson Shafer, B.A.; Jay Emerson Sharp, B.A.; Emerson Paul Shepard, B.Sc.; Donald Delmont Shontz, B.Sc.; Ivan Campbell Smith, Pearl Clifford Staker, Harry Byron Stewart, B.A. (Muskingum College); Milton Anderson Strawbridge, Sam Tamarkin, William Adrian Thomas, B.A.; John Ralph Turner, Edward Lawrence Voke, B.A.; Russell Hill Williams, B.S. (Denison University).

BACHELOR OF SCIENCE IN PHARMACY

Valeria Barbara Albert, Ali May Giles, Evelyn W. Gray, Walter Carver Grudier, Roger Francis Maize, Daniel Carson Morison, B.S. (Wilberforce University); William Alexander Morse, Lawrence Edward Schneider, Emerson William Weber, Russell William Young.

DOCTOR OF VETERINARY MEDICINE

Francis William Babb, Fred Joseph Badger, Lawrence Dean Barrett, Ralph Clyde Bunker, Joseph Delaws Cozzens, Oral Burl Curry, Joseph Druckerman, Clarence Benhard Erickson, Milton Reid Fisher, Harrie Earl Foster, Claude Adair Henley, Bruce Kester, Herman Joseph Kroger, Fernand Joseph Lizana, Everett Otis Lummis, William Francis Lyons, Floyd Alvin Mathew, Arthur Melvin Milliron, Neil Hayes Myers, Oscar Clay Richardson, Roy Joseph Rosselot, Lewis Ellis Schweizer, George Oakley Shipley, Roy Emmitt Speck, Clarence Warden Sprowls, LeRoy Stauffer, Emmett Dwight Turner, Francis Lyle Vail, Frank Elmo Wesley.

CERTIFICATE IN PUBLIC HEALTH NURSING

Jessie Flora Hindsale, R.N.; Mary Gladys Amelia Honeck, R.N.; Florence Catherine Kempf, R.N.; Leora Belle Stroup, R.N.

CERTIFICATE OF GRADUATE NURSE

Rhea Horner, Freda Schacht, Mae Lois Stevenson, Alice E. Swain, Martha Elizabeth Ellen Wright.

CERTIFICATE OF PHARMACEUTICAL CHEMIST

Samuel Seymour Adelman, Harry Edward Artz, Irvin Israel Baker, Lewis Joseph Bamberl, Herman Barnett, Raymond Harold Bartchy, Harold Lewis Bejek, Rolland Brawley, William Barkhurst Cheffy, Richard Russell Cosler, William Luther Danner, Harry Diamond, Grace Leona Emig, Warren Rice Flanagan, Melville John Fordyce, Daniel Edward Forman, Abram Freedman, Vernon Joyce Gasson, Joseph Gilman, Edward Goodsmith, Elbert Sevier Gosseye, Sylvester Hersch Gottfried, Harry Raymond Hale, Wilbert Joe Hall, Chester Mearl Hauck, Frank Pierre Hill, Charles Anthony Hoffman, Raymond Montford Jones, Donald Bernard Kess, Donald Earle King, Nathan Ralph Kwait, William Russell Kwait, Lovell Glenn Leigh, Albert London, John Joseph Luckhaupt, Bernard Joseph McGory, Jr., George Alfred McLean, Paul Mitten Marty, Irvin Isadore Meister, Norwood Henry Meyer, Edwin Isadore Miller, Louis Miller, Nathaniel Leonard Miller, Isadore Marshall Motoshefsky, Charles Homer Murlin, Norman Thomas Peterson, Meyer Reider, Lawrence Francis Ritzert, Orville Josiah Roberts, Nelson Rosenberg, Helen Louise Rudy, Clarence William Schlobohm, Rudolph Herman Schneider, Harold Kennard Smith, Leonard Harold Stein, Sam Sol Stoltmack, Harold Hughey Taylor, Paul Jared Thomas, Samuel Alvin Trotzky, Frank Gerard Weinberg, Clyde Venton Williams, Isadore Zavodnick.

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President Thompson was appointed delegate to represent the Ohio State University at the Semi-Centennial of the Founding of Vanderbilt University on October 15-18, 1925.

6-12-'25

The President was also selected as delegate to represent the University at the Semi-Centennial of the University of North Carolina to be celebrated October 12, 1925.

* * * * *

The following officers of the Board were elected for the fiscal year beginning July 1, 1925:

Chairman L. E. Laybourne
 Vice-Chairman E. H. Mack
 Treasurer C. F. Kettering
 Assistant Treasurer..... O. E. Bradfute
 Secretary Carl E. Steeb

* * * * *

Upon recommendation of Dean Henderson and the President, Professor M. B. Ogle was designated as Chairman of the Department of Classical Languages, effective July 1, 1925.

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Upon recommendation of the President, the following resignations were accepted and the balances cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
M. L. Howell	County Agr. Agent, Henry County	May 31, 1925	\$4,000.00
H. J. Ridge	County Agr. Agent, Allen County	May 31, 1925	2,500.00
E. C. Sleeth	County Agr. Agent, Ashtabula County	May 31, 1925	3,000.00
Frank Sandhammer	County Agr. Agent, Champaign County	June 30, 1925	2,500.00
R. J. Bugbee	County Agr. Agent, Geauga County	June 30, 1925	3,200.00
<i>College of Arts</i>			
Emil F. Hacker	Asst. Prof. of Romance Languages	May 29, 1925	3,250.00
James K. Pollock, Jr.	Instr., Political Science	Oct. 1, 1925	2,500.00
<i>College of Education</i>			
Frank P. Bakes	Assistant, Psychology	Autumn Quar.	500.00
Rose Thall	Stenographer	May 31, 1925	960.00
<i>College of Engineering</i>			
D. S. Tovey	Instructor, Mine Engr.	End Spr. Quar.	2,100.00
<i>College of Medicine</i>			
Mildred Hutchings	Night Supervisor, Univ. Hospital	June 1, 1925	1,200.00
<i>College of Veterinary Medicine</i>			
Fay Adams	Clerk	June 15, 1925	960.00
<i>Graduate School</i>			
Dorothy Jean Barker	Scholar	Oct. 1, 1925	300.00
<i>Business Manager's Office</i>			
Blanche Gillespie	Clerk	June 10, 1925	1,020.00
<i>Entrance Board</i>			
Bessie Plummer	Stenographer	June 31, 1925	960.00

Operation and Maintenance

Elmer L. Cavender	Electrician	May 23, 1925	1,800.00
H. E. Goldston	Janitor	May 22, 1925	1,080.00
James E. Holliday	Janitor	May 19, 1925	1,140.00
Isaac Errington	Janitor	May 31, 1925	1,140.00

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Upon recommendation of the President, the following appointments were made and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
Herbert H. Varney	County Agr. Agent, Ashtabula County	July 1, 1925	\$2,600.00
	Supp. Extension Funds.....	\$133.33	
	Ashtabula County Funds.....	75.00	
	Farm Bureau Funds.....	8.33	
		<hr/>	
		\$216.66	
	Automobile Maintenance.....	\$600.00	
E. H. Bond	County Agr. Agent, Henry County	July 1, 1925	2,700.00
	Smith-Lever Funds.....	\$133.33	
	Henry County Funds.....	91.67	
		<hr/>	
		\$225.00	
	Automobile Maintenance.....	\$600.00	
Ralph Q. Smith	County Agr. Agent, Butler County	June 1, 1925	3,500.00
	Smith-Lever Funds.....	\$133.33	
	Butler County Funds.....	158.33	
		<hr/>	
		\$291.66	
	Automobile Maintenance.....	\$600.00	
Clair T. Hummon	County Agr. Agent, Allen County	June 1, 1925	2,200.00
	Supp. Extension Funds.....	\$133.33	
	Allen County Funds.....	50.00	
		<hr/>	
		\$183.33	
	Automobile Maintenance.....	\$600.00	

College of Agriculture

		Quarters	
Archie N. Tissot	Instr., Zoology & Ent.	Summer	650.00
Morris Schlosberg	Assistant, Zoology & Ent.	Summer	300.00
Hugh Setterfield	Assistant, Zoology & Ent.	Au., Wi., Sp.	900.00
Hugh H. Miley	Assistant, Zoology & Ent.	Au., Wi., Sp.	900.00
Robert N. McCormick	Assistant, Zoology & Ent.	Au., Wi., Sp.	900.00
Mary E. Walker	Assistant, Zoology & Ent.	Au., Wi., Sp.	900.00
Henry Wm. Olson	Grad. Asst., Zoology & Ent.	Au., Wi., Sp.	500.00
Mary Talbot	Grad. Asst., Zoology & Ent.	Au., Wi., Sp.	500.00
Mary E. Conrad	Grad. Asst., Zoology & Ent.	Au., Wi., Sp.	500.00
Morris Schlosberg	Grad. Asst., Zoology & Ent.	Au., Wi., Sp.	500.00
Joseph N. Miller	Grad. Asst., Zoology & Ent.	Au., Wi., Sp.	500.00
Grace Townsend	Grad. Asst., Zoology & Ent.	Au., Wi., Sp.	500.00
Marion W. Boesel	Grad. Asst., Zoology & Ent.	Au., Wi., Sp.	500.00

College of Engineering

Thomas E. Noble	Stud. Asst., Astronomy	Su., Au., Wi., Sp.	600.00
Donald H. Menzel	Asst. Prof., Astronomy	Au., Wi., Sp.	3,000.00
John Younger	Prof., Industrial Engr.	Au., Wi., Sp.	6,000.00
George M. Strong	Part-time Asst., Chemistry	Au., Wi., Sp.	500.00
Albert Boggs	Graduate Asst., Physics	Au., Wi., Sp.	500.00
Louis M. Heil	Assistant, Physics	Au., Wi., Sp.	900.00

Graduate School

(Miss) Jack Huddleson	Scholar	Au., Wi., Sp.	300.00
Henry G. Fisk	Bureau of Mines Fellow, Dept. Ceramic Engr.	Au., Wi., Sp.	750.00

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Ralph J. Paddock	Bureau of Mines Fellow, Dept. Mineralogy	Au., Wi., Sp.	750.00
Albert Ward Ross, Jr.	Robinson Fellow, Dept. Civil Engr.	Au., Wi., Sp.	750.00
Henry C. Carlton	Grasselli Fellow, Dept. Chemistry	Au., Wi., Sp.	750.00
Lloyd C. Swallen	E. I. duPont Fellow, Dept. Chemistry	Au., Wi., Sp.	750.00

CIVIL SERVICE APPOINTMENTS

<i>College of Agriculture</i>		Date Effective	Annual Rate
Jane Allen	Stenographer	Apr. 21, 1925	\$ 960.00
<i>College of Education</i>			
L. Eleanor Tress	Clerk	May 16, 1925	1,020.00
Marie Clouse	Stenographer	June 3, 1925	960.00
<i>College of Engineering</i>			
Alene S. Little	Stenographer	Apr. 16, 1925	960.00
<i>College of Medicine</i>			
Edith Westervelt	Night Supervisor, University Hospital	June 1, 1925	100.00 mo.
Gladys Johnston	Stenographer	May 20, 1925	960.00
Jesteen Crump	Diet Kitchen Maid, University Hospital	May 11, 1925	600.00
Mary E. Carter	Dining Room Maid, University Hospital	May 7, 1925	540.00
<i>College of Veterinary Medicine</i>			
Mabel Spencer	Clerk	June 1, 1925	960.00
<i>Business Manager's Office</i>			
Howard L. Hamilton	Clerk	June 1, 1925	1,500.00
<i>Registrar's Office</i>			
Margaret Bain	Assistant to Registrar	July 1, 1925	1,020.00
<i>Entrance Board</i>			
Dorothy Offenbacher	Stenographer	July 1, 1925	960.00
<i>Operation and Maintenance</i>			
Paul Raebel	Laborer (Student)	June 1, 1925	1,200.00
Owen T. Keenan	Janitor	May 21, 1925	1,140.00
Robert Sams	Janitor	May 27, 1925	1,080.00
Michael J. Murphy	Janitor	June 1, 1925	1,140.00
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Upon recommendation of the President, the following changes in salary were made:

Agricultural Extension

E. O. Williams	County Agr. Agent	June 1, 1925	from \$2,500	to \$2,800
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College of Agriculture

James S. Hine	Associate Prof., (part-time) Zoology & Ent.	July 1, 1925	\$2,500	\$1,000
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Professor Hine has been appointed Curator in Natural History by the State Historical and Archaeological Museum (part time).

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Upon recommendation of the President, \$8,500.00 was appropriated to the Ohio State University Association, payable as follows:

\$2,500.00 from H. B. 622 H-8 Contributions
\$6,000.00 from Interest on Endowment Fund

* * * * *

Upon recommendation of the President, \$500.00 was appropriated to the Y. W. C. A.; and \$700.00 was appropriated to the Y. M. C. A.

* * * * *

6-12-'25

The Secretary was directed to pay D. Luther Evans \$444.44 extra instruction compensation for teaching as Instructor in Philosophy during the Summer Quarter 1924.

* * * * *

The following positions in the budget were ordered continued:

Instructor, Mine Engineering.....	\$2,100.00
Assistant Professor, Romance Languages.....	3,250.00
Instructor, Political Science.....	2,500.00

* * * * *

The teaching schedule of Professor Paul Bucher, Department of Mechanical Engineering, was changed from the Summer, Winter, and Spring Quarters to the Autumn, Winter, and Spring Quarters.

* * * * *

The teaching schedule of Professor Horace Judd, Department of Mechanical Engineering, was changed from Autumn, Winter, and Spring Quarters to Summer, Autumn, Winter, and Spring Quarters; a contract for the fourth quarter to be agreed to.

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The President announced that the Du Pont and Grasselli fellowships are to be continued for another year, and the President was directed to make suitable acknowledgment to the donors for their continued generosity.

* * * * *

The following budget for Vocational Education was, upon recommendation of the President, approved:

Name	Title	Quarters	Annual Rate
Fred. Horridge	Professor	Su., W., Sp.	\$4,600.00
R. W. Kent	Assistant Professor	Su., Au., Sp.	4,500.00
D. B. Finch	Instructor	Au., W., Sp.	3,500.00
R. W. Jenkins	Assistant Professor	Au., W., Sp.	3,750.00
Martha Okey	Secretary		1,200.00
(A. H. Sproul—Assistant Professor—on University budget for 1st term, Summer Quarter.)			
Scholarship or Research Fund.....			300.00
Special Lectures			500.00
Travel			1,800.00
Printing, Communication, and Supplies.....			600.00
			<u>\$21,522.00</u>

* * * * *

Upon recommendation of the President, Professor George H. Sabine was designated as Acting Chairman of the Department of Philosophy for the Summer Quarter.

* * * * *

The President presented the following resolution adopted by the Publication Board:

Whereas, there is a continuing pressure on the Publication Board for the publication of University Studies, Bulletins and Catalogs, and

Whereas, the facilities of the University Print Shop are inadequate for carrying the present volume of business, be it

Resolved, That, in the judgment of the Publication Board, the facilities of the Print Shop be increased to meet adequately the needs of the University.

Upon motion, the above resolution was referred to the Committee on Appropriations for consideration and report back to the Trustees.

Upon recommendation of the President, Miss Lenora Glasgow was granted leave of absence from June 26 to August 25, 1925, with salary.

* * * * *

The following budget for the University Press was approved:

Name	Title	Annual Rate
R. W. Hodgson	Compositor (Printer)	\$2,444.00
C. D. Kalb	Compositor (Printer)	2,392.00
George Maggiore	Compositor (Linotype Operator)	2,340.00
Frank A. Huff	Compositor	2,288.00
W. R. Stephens	Compositor (Linotype Operator)	2,288.00
W. H. Ziebold	Linotype Operator	2,288.00
G. F. Rodocker	Pressman	2,288.00
W. J. Munroe	Pressman	2,288.00
Clyde Hodgson	Apprentice	1,716.00
Charles W. Thompson	Foreman of Bindery (Forwarder)	2,444.00
William Taylor	Bookbinder	2,288.00
Clara B. Harding	Bindery Woman	1,352.00
Anna B. Logan	Bindery and Pressroom Woman	1,092.00
Florien Weidner	Bindery Worker	1,040.00
Gladys Kavanaugh	Stenographer	1,020.00
* *	* *	* *

The following report from the Cabinet concerning new buildings, capital equipment for new buildings, and general improvements for the physical plant was received:

June 10, 1925.

To the Members of
The Board of Trustees,
Ohio State University:

1.

The appropriation bill for the biennium beginning July 1, 1925, carries the following appropriations for buildings:

Poultry Plant.....	\$ 40,000.00
Horticultural Greenhouse.....	12,000.00
Dentistry—Hamilton Hall Wing.....	200,000.00
Chemistry Building Addition.....	300,000.00
Front and fourth floor present Hospital.....	150,000.00
Addition to Artillery Stables.....	9,000.00
Completion Pomerene Hall.....	450,000.00
Field House for Women.....	25,000.00

The Cabinet has had these items under consideration and discussion for several weeks. The University Architect has secured the advice and suggestions on certain of the buildings on which agreement was reached by the departments which will occupy the buildings.

Following are the reports of the Cabinet on Pomerene Hall, Addition to Hamilton Hall, and the Addition to Starling-Loving Hospital, which are now presented to the Board of Trustees for consideration and action. The Cabinet requests instruction and authority from the Board of Trustees to proceed with the development of the plans in order that contracts may be awarded as early as is practicable.

POMERENE HALL

The building was originally designed in 1919, but only part was constructed due to insufficient appropriation. The part erected necessarily controls, to a certain extent, the proposed additions; namely, the architecture of the building,

the interior finish, and the type of construction. The service, heat, light, and water are partly cared for in the constructed part of the building.

The additions to be constructed at this time carry out, essentially, the original scheme and complete the building. These additions consist of a north wing facing Mirror Lake and a south wing facing the Twelfth Avenue drive.

The north wing will provide for the following activities:

First. The ground floor will have a dining room and cafeteria seating about four hundred and twenty-five at one time, kitchen, serving room storage, refrigeration storage, and employees' locker rooms.

Second. The first floor will have a large lounge 38' x 68', a small lounge 34' x 46', a suite of three offices for the management of the building, and a check room.

A large terrace 26' x 45', facing the lake, will add a pleasant outdoor space during favorable weather.

Third. The second floor will have a suite of three offices, fronting on Neil Avenue drive, for the Dean of Women, and six rooms for assignment to the young women organizations.

The south wing makes provision for a Natatorium for the Physical Education Department and will contain a collegiate standard swimming pool, 25' x 60', in a room 48' x 77', having a visitors' gallery on one side seating two hundred and seventy, a shower and dressing room 24' x 38', rest room, attendant's room, suit sterilizing and drying room, and two locker rooms.

Two additional instructors' rooms will be added, making seven offices for the staff of the women's department of Physical Education.

The Cabinet carefully considered the proposed plans and recommended their presentation to the Pomerene Board of Control.

The Pomerene Board of Control made a very thorough review of the proposed plans resulting in several suggestions and minor changes which can be easily incorporated in the completed plans.

Finally the Cabinet recommended the presentation of the proposed plans for the completion of Pomerene Hall to the Board of Trustees for their consideration and instructions to the University Architect to proceed with the completion of the construction drawings, specifications, and estimated cost.

ADDITION TO HAMILTON HALL

This addition will complete the north wing occupied by the Dental College. The development of these plans has been in accord with the active cooperation of the members of the Dental College and is satisfactory to them.

The type of construction and style of architecture will be same as the erected part of the building.

The proposed addition provides the facilities omitted in the original design for the Dental College due to the amount of money appropriated.

The following is a brief statement of the project, floor by floor:

First. The first floor additions are—Recitation Room, Technic Storage Room, Office, Seminar and Museum, Locker Room and Filing Room.

Second. The second floor additions are—Recitation Room, Metallurgical Laboratory, Waiting Room, Impression Room, Locker Room, Porcelain Clinic Room, and an Office.

Third. The third floor additions are—Extension of the Infirmary, Waiting Room, Extracting Room, Anaesthesia Amphitheater, X-Ray Room, Examination Room, and a Sterilizing Room.

Fourth. The fourth floor additions are—Dental Technic Laboratory, two Research Laboratories, and a Special Clinic Room.

The Cabinet carefully considered these proposed plans and recommended their presentation to the Board of Trustees for their consideration and instructions to the University Architect to proceed with the preparation of the construction drawings, specifications, and estimated cost.

ADDITION TO STARLING-LOVING HOSPITAL

This work consists of the addition to the front of the present east wing (formerly the Homeopathic Hospital) and a fourth story to the entire wing.

The added front will be 45' wide and will extend 49' 6" north of the present building, to be on the north front building line of the completed Hospital. The added fourth floor will be 45' wide with a total length of 150'.

The architecture of the addition will carry out that of the Hospital Building, now under construction, to which it is connected.

These plans have been developed with the very active cooperation of the Medical College, and, briefly stated, provide for the following hospital facilities:

First. The Ground Floor.—Two Emergency Dispensary Rooms, Pharmacy, Linen Storage, Sewing Room, and a Locker and Rest Room.

Second. The First Floor.—Waiting Room, Neurology Room, two Pediatrics Rooms, and four Medical Examining Rooms.

Third. The Second Floor.—Seven rooms devoted to the treatment of children.

Fourth. The Third Floor.—Six private wards for patients.

Fifth. The Fourth Floor.—This entire floor will be devoted, in the main, to maternity cases.

The Cabinet carefully considered the proposed plans and recommended their presentation to the Board of Trustees for their consideration and instructions to the University Architect to proceed with the completion of the construction drawings, specifications, and estimated cost.

Request is also respectfully made that the Cabinet be authorized to have preliminary plans prepared for the other buildings for which appropriations have been made, said preliminary plans to be submitted to the Board of Trustees for approval before final development is made.

2.

The appropriation bill carries the following items for capital equipment, for which authority is requested to proceed with the development of plans and securing of bids for presentation to the Board of Trustees for action:

Equipment Chemistry Building	\$75,000.00
Equipment Educational Building	25,000.00
Equipment Addition to Robinson Laboratory.....	50,000.00
Equipment Engineering Experiment Station.....	43,000.00
Equipment Agricultural Engineering Building.....	30,000.00
Equipment Dentistry Building.....	25,000.00
Equipment Medical Buildings	75,000.00

3.

The appropriataion bill carries the following appropria-tions for other capital outlay:

Cables—Unified Telephone System.....	\$11,845.00
The estimate for these cables was prepared by Mr. Mc-Cracken and representatives of the Ohio Bell Telephone Com-pany, making provision for the new unified telephone system on the campus. The installation of these cables will be made by the telephone company and authority is hereby requested for the Cabinet to enter into contract with the telephone company for said cables.	
Paving River Road under Bridge.....	11,000.00
When the overhead bridge was constructed over the River Road, agreement was made with the County Commissioners of Franklin County to place a permanent pavement under the bridge with the understanding that the Trustees would request of the Legislature an appropriation sufficient to reimburse Franklin County for this expense. The road has been constructed and request is made for authority to pay into the Franklin County Treasury the cost of said paving.	
New Roads	40,000.00
Sidewalks	10,000.00
Completion of Road to Agricultural Building and Removal of Old Bridge.....	35,655.00
Tunnels to new Buildings.....	87,500.00
Service Lines to new Buildings.....	75,094.00
Sewers to new Buildings.....	17,600.00

The Cabinet respectfully recommends that out of these appropriations, the following items be approved and author-ized, and the Cabinet directed to prepare plans, specifica-tions, and estimates of cost on said improvements for presentation to the Board of Trustees for final approval:

ROADS

Construct a road from near the southeast corner of Lord Hall westerly to near the southeast corner of Brown Hall. The road to be approximately 500 feet long and 28 feet wide prefer-ably of brick. This is a much needed road and gives direct access to the Administration Building from High Street.....	\$ 8,500.00
Construct a road from Neil Road near southeast corner of Veterinary Laboratory, west to the switch west of the new Power House, 385 feet long, 40 feet wide.	
From switch to foot of the hill make a walk 40 feet wide all to be of brick. This road and walk is needed very much in handling traffic to rear of buildings west of Neil Road and to the Stadium	11,000.00
Construct a road along side of the new addition to Robin-son Laboratory in a westerly direction past the south front of the Journalism Building to east side of Neil Road. Length of road 430 feet, width 28 feet.	
This road will give access to the Journalism Building, the Garage, and an outlet to the road which comes from Seventeenth Avenue, by Lord Hall direct to Neil Avenue, and will make it pos-sible to close up the road running east from Veterinary Clinic..	8,500.00
Construct a road from west side of Neil Road running westerly toward the Stadium, between Veterinary Clinic and Old Cattle Barn, ending at the foot of the hill; 555 feet long, 28 feet wide. This will be the only auto and truck road to the Stadium	10,000.00
Resurface Seventeenth Avenue from High Street to near the southeast corner of Lord Hall.....	2,000.00
	<hr/> \$40,000.00

SIDEWALKS

A brick sidewalk should be constructed from Neil Road at the Horticulture and Forestry Building to Orton Hall on the south side of the Spring Road. At present the Road is used as a walk by the students. The increasing number of automobiles and trucks using the road, makes the use of the road, as a walk, very unsafe for students. Length of walk 880 feet, width 8 feet. \$ 2,900.00

Construct a brick sidewalk along north side of the new road extended from the southeast corner of Lord Hall to Brown Hall and lateral walk to Lord Hall entrance. Length of walk approximately 500', width 8'.....	1,200.00
Construct brick walk in front of Brown Hall in place of cinder walk and bring it into harmony with the Administration Building walks. Length approximately 220 feet, width 8 feet...	500.00
Revise grade and construct brick walk at the east end of University Hall so as to harmonize with Administration Building walks—length 200 feet, width 8 feet.....	700.00
Construct brick walk from Pomerene Hall and Neil Road to the Ohio Union with a lateral walk to the new residence for the President. This is a much needed walk. Length 960 feet, width 8 feet.....	2,304.00
Construct brick walk from Lord Hall south to the intersection with main sidewalk which runs in front of Hayes Hall. Length 360 feet, width 8 feet.....	900.00
Finish Plaza in front of Orton Hall which is only gravel...	640.00
Finish brick walk from oval between Orton Hall and Physics Building to meet walk coming from Ohio Union.	
Walk from Library Building to the Administration Building, 400 feet long, 8 feet wide.....	800.00
Total amount for Sidewalks.....	\$ 9,944.00

COMPLETION OF ROAD TO AGRICULTURAL BUILDINGS

Finish paving railroad bridges and build up roadway from Neil Road to a connection with the Road at the Animal Husbandry Group and as soon as it has become settled enough to pave, do so with water bound macadam impregnated with hot tarvia or asphalt. Appropriation.....	\$35,655.00
Paving River Road under Bridge and Ramps:	
Finish work along banks of road.	
Move the Poultry Building.	
Complete the ramps leading from the Delaware Pike to the University road overhead.....	2,462.00

Ives Hall

TUNNELS

A Tunnel extending from the main tunnel near the southeast corner of Veterinary Clinic past the fronts of the Old Cattle Barn and Judging Pavilion, to the southeast corner of Ives Hall, thence west about 150 feet to a connection with Ives Hall. Length of tunnel 1080 feet, cross section 6' 6" x 6' 6", top of tunnel will be used as a sidewalk to reach the buildings in that part of the campus.....	22,000.00
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Education Building

The main tunnel will begin near the southeast corner of Robinson Laboratory extending directly east past New Chemistry and Lord Hall to a point opposite the center of the Education Building, thence due south to a connection with the Education Building. A branch is taken off the main tunnel near the southeast corner of the Barracks Group and extended to the Experimental Engineering Building with a lateral off this branch to the center of the north end of the New Chemistry Building. A short branch is extended from main tunnel to the center of the south end of the New Chemistry Building. The top of this tunnel will make a walk from Robinson Laboratory by Barracks Group, New Chemistry, rear of Lord Hall to Education Building, within 160 feet of High Street.

This tunnel with short extensions will take care of the service to:

1. Front part of New Chemistry Laboratory.
2. Any buildings which may be built where the Barracks group now stands.
3. May serve any extension to Lord Hall.
4. The College of Education Building.
5. The Assembly Hall which is planned north of Education Building.
6. The Grade and High School.
7. Any building or buildings which may be built on the site of the Athletic House and the President's Residence.

Length of tunnel to Education Building 1385' cross section practically all of it 6' 6" x 6' 6".....	\$30,000.00
Length of tunnel to Experimental Building 470 feet.....	11,000.00
Length of tunnel to New Chemistry Laboratory 270 feet....	6,000.00
Short piece tunnel between Old Boiler House and Power House	3,600.00
	<hr/> \$72,600.00

SERVICE LINES TO NEW BUILDINGS

Branching from two 12" hot water mains near the southwest corner of University Hall two 10" hot water mains are to be extended south to supply hot water for heating the group of buildings at the extreme south and southwest part of the campus.

It is extremely necessary that these mains be installed by the time the new hospital is completed. Length of mains, approximately 1900 feet each.

Ives Hall

Hot water heating mains will be 7" diameter and approximately 1100 feet long. These mains will serve the Veterinary Clinic, Old Cattle Barn, Judging Pavilion, or any new buildings which may be erected in the space between the Veterinary Clinic and Ives Hall.

Main hot water heating line east; connecting to the 24" hot water mains in the tunnel near southeast corner of Veterinary Clinic will be two 20" mains extending to the east side of the Pump Room in the basement of the Old Power House.

At that point the main will be connected to the 12" mains which supply hot water heat to the southeast part of the campus. The end of the 20" mains will be reduced to 14" and extended to the junction of the Experimental Engineering tunnel, again reduced to 12" and again to 10" before entering the Education Building. The branches to the Engineering Experiment Laboratory will be 8".

The above described 14" main will have capacity to heat the:

1. Front of the New Chemistry Building.	
2. Any building erected on the site of the Barracks Group.	
3. The Education Building.	
4. The proposed Assembly Hall.	
5. The proposed Grade and High School.	
6. Any building or buildings which may be erected on the site of the Athletic House and President's Residence.	
7. The Experimental Engineering Building.....	\$65,000.00
Other service lines such as water, air, gas, and electric lines will cost approximately.....	10,000.00
	<hr/> \$75,000.00

SEWERS

Extension of main trunk sewer, from near the center of south side of Robinson Laboratory east of the New Chemistry Laboratory and Lord Hall to a manhole near the east edge of the woods, thence southeasterly to a manhole near the southwest corner of the College of Education Building.

This sewer will take care of:

1. The front part of the new Chemistry Building.
2. Any building which may be erected directly west of the new Chemistry Building.
3. Will relieve the overloaded sewer now serving Lord Hall.
4. The College of Education Building.
5. Assembly Hall which is planned north of the Education Building.
6. The Grade and High School Building.
7. Any building or buildings which may be erected on the site of the Athletic House and the President's Residence.

Size of sewer to first manhole 24" to second manhole near southwest corner of Education Building 18".

Length sewer to Education Building 1330 feet..... \$15,000.00

Sewer to Ives Hall

Beginning at a manhole near the northwest corner of the Veterinary Clinic extending north to opposite Judging Pavilion 15" hence north 12" to Ives Hall. Length 540 feet..... 1,750.00

Six inch sanitary sewer from the Animal Husbandry Building south to a manhole 400 feet from Animal Husbandry Building 640.00

An 8" sewer from Experimental Engineering Building to connect with 10" sewer, approximately 30 feet long..... 60.00

\$17,450.00

4

The appropriation bill carries for boilers and refrigerating plant for the Animal Husbandry Building..... \$10,300.00

The Cabinet respectfully requests authority to proceed with the development of plans and specifications for this item as follows:

BOILERS AND REFRIGERATING APPARATUS ANIMAL HUSBANDRY BUILDING

It is contemplated to install three boilers in the basement of the Animal Husbandry Building for heating the main building and certain rooms in the other five buildings.

Furnishing steam for sterilizing milk cans at Dairy Barn, for cooking feed, hog barn, and such steam as may be needed in the abattoir. Boilers \$ 5,200.00

An ammonia compressor and the necessary equipment to furnish 5 tons of refrigeration for the 3 refrigerators in the Animal Husbandry Building..... 5,100.00

\$10,300.00

5

The appropriation bill also carries an item for Light, Heat, and Power Equipment..... \$110,000.00

On this item the Cabinet makes the following statement and requests the approval of the Board of Trustees together with authority to proceed with the preparation of plans and specifications of the items detailed for submission to the Board of Trustees for final approval:

LIGHT, HEAT, AND POWER

For several years the Division has been operating the Power and Heating Plant under a serious handicap, that is, operating in two houses, neither of which was equipped as it should have been.

The Legislature has provided funds which, it is hoped, will be sufficient to consolidate all the equipment in one house, to provide for continuity of service and care for overloads. One of the first things to be done is the erection of the second 1500 K. W. Unit brought from Langley Field and with it a condenser and the necessary auxiliaries.

Condensing water system for the turbine condensers. This system requires the building of a small pump house on the bank of the river, the installation therein of 2 motor-driven centrifugal pumps each of 4000 gallons per minute capacity. A 24" force main 1800 feet long to the condensers in the basement of the Power House and a 24" return main 1800 feet long from the Power House to the river.

It is absolutely essential to an efficient operation of the turbo units to have this supply of water, especially during the warm months of the year.

A big item is the moving of the Turbo-Generator, heaters, condenser, and pumps from the Old Plant to the New and re-assembling them in their new location. In doing this, the heaters will probably have to be retubed as also the condenser.

A new hot water motor driven centrifugal pump for circulating water to the various buildings for heating will have to be installed; this pump will have a capacity for pumping 6250 gallons of water per minute against a 125 foot head, through approximately 263,000 square feet of radiation, in 26 different buildings widely scattered over the campus.

A dual drive exciter for exciting the fields of the 300,400 and 2-1500 Kilo Watt generators. This exciter set is to be used alternately with the one now in service and is needed to insure a continuous electrical service.

Much has been said about pulverized coal and many of the new central stations or base electrical plants are installing pulverized coal for generating steam. It is proposed to equip Boiler No. 1 in the University Power Plant with a unit system for pulverizing and burning the coal. If the apparatus will do for the University what is claimed for it, it will effect a large saving in the coal bill and eventually all the boilers should be so equipped.

An oil filtering and handling system is to be installed in the basement of the Power Plant to filter and handle all the oil used on the various turbines, generators, and pumps. This apparatus is absolutely necessary to keep down the cost of lubricating oil as with the oil system in use the oil can be used over many times.

All the above mentioned apparatus will have to be connected up with pipe, valves, and fittings and they in turn with the large heaters will have to be covered with sponge felt, magnesia, or other insulation to prevent waste of heat.

For safety to the operators, rubber mats are to be placed in front of switch board and around generators.

Very truly yours,

(Signed) CARL E. STEEB, *Secretary*.

After considering the above report and the preliminary plans and layouts for the various improvements as presented in detail by the

University Architect and the Superintendent of Buildings, the following actions were taken:

(1) The preliminary plans and sketches for Pomerene Hall, the Addition to Hamilton Hall, and the Addition to Starling-Loving Hospital were approved and the University Architect was directed to proceed with the completion of the construction drawings, specifications, and estimated cost, said plans, specifications, and estimates when completed to be presented to the Board of Trustees for final approval.

(2) The Cabinet was directed and authorized to have preliminary plans and sketches prepared for the other buildings for which appropriations have been made, said preliminary plans and sketches to be submitted to the Board of Trustees for approval before final development is made.

(3) The Cabinet was directed to proceed with the development of plans for the equipment of the new buildings as provided in the appropriation bill, said plans and estimates to be presented to the Board of Trustees for approval.

(4) The Secretary was directed to enter into contract with the Ohio Bell Telephone Company for the installation of cables for the unified telephone system in accordance with the item in the appropriation bill.

(5) The Secretary was directed to approve a voucher in favor of the County Commissioners of Franklin County for the cost of the paving of the River Road under the overhead bridge, as provided in the appropriation bill.

(6) Upon motion, the recommendations of the Cabinet concerning the construction of new roads, sidewalks, completion of road to Agricultural Buildings, tunnels to new buildings, service lines to new buildings, and sewers to new buildings, were approved and final plans, specifications, and estimates of cost were ordered prepared to be presented to the Board of Trustees for final approval.

(7) The recommendation of the Cabinet covering the boilers and refrigerating plant for the Animal Husbandry Building, were approved and the final plans and specifications were ordered prepared for presentation to the Board of Trustees for final approval.

(8) The recommendation of the Cabinet covering the item for light, heat, and power equipment, was approved and the work listed therein authorized.

* * * * *

Mr. Caton, of the special committee appointed to locate the Poultry Plant, recommended that the new Poultry Plant be located on the Hess tract west of the River Road and opposite the Hess house in accordance with a site plan presented by the University Architect; said site includes approximately 40 acres of land; it is understood, however, that the Dean of the College of Agriculture has authority to assign unused portions of this tract for the use of other departments in the College of Agriculture until such time as the Poultry Plant may need them.

The above recommendation was unanimously approved and the University Architect was directed to prepare sketches for the new Poultry buildings in conformity to the general layout as presented.

* * * * *

Upon motion, it was unanimously agreed to turn over the use of the house, formerly known as the Astronomer's Residence, and now moved to a site on Eleventh Avenue, to the Business Manager upon the same terms and conditions which apply to the President's Residence.

* * * * *

The Secretary presented the following statement giving somewhat in detail the major repairs and betterments, which, in the opinion of the Cabinet, will be required during the coming biennium, for the maintenance and upkeep of the physical plant:

MAINTENANCE

LIGHT, HEAT, AND POWER, AND BUILDINGS AND GROUNDS

Light, Heat, and Power:

New steam main from near Northeast corner of Veterinary Laboratory to Townshend Hall.....	\$ 1,600.00
Repairs to steam and hot water distributing mains in 12,000 feet of tunnel.....	3,650.00
Maintenance of equipment in Power Plant, consisting of items as follows:	
7 Water tube boilers, stokers, and superheaters, total 3800 H. P.	
1 Water softening plant.	
1-300, 1-400, 2-1500 K. W. Turbo-generators—Total 3700 K. W.	
3 Air compressors.	
3 Exciter sets. 2-50 K. W., 1-35 K. W.	
2 Turbine Driven Pumps, 6250 g.p.m.	
3 Turbine Drive Boiler Feed Pumps, 300 g.p.m.	
3 Condensers and auxiliaries.	
5 Hot water heaters for buildings.	
2 Exhaust steam feed water heaters.	
1 Domestic hot water heater.	
7 Forced draft fans, turbine and motor drive.	
2 Domestic hot water supply pumps.	
4 Condensate pumps.	
2 Locomotive cranes.	
Coal crusher and coal handling machinery, capacity 50 tons per hour, 70 feet high, maximum transverse horizontal run 200 feet.	
Booster Pumps.	
Soot blowers	\$12,000.00
Switchboard and cables in Robinson Laboratory	
Mechanical Engineering Department.....	900.00
Switchboard—2 panels at Orton.....	500.00
Power Panel in Lord Hall.....	300.00
Overhaul power and bell circuits in the tunnels.....	550.00
Placing cable in tunnels at Animal Husbandry Group.....	400.00
Creosote poles along railroad and repairs to cross arms....	75.00

BUILDINGS

Floors

Floors in Campbell Hall and Horticulture and Forestry should be renewed in several rooms and halls.	
Floors in basement of Hayes Hall should be renewed.	
Floors in Brown Hall basement should be renewed.	
Floors in Mechanical Engineering Department Robinson Laboratory should be renewed.	
Roof on University Hall should be renewed.....	2,500.00
General repairs to roof, gutters, and down spouts.....	1,400.00
Change window sash in Campbell Hall.	
New treads on stairways University Hall.....	1,800.00
Put second floor in garage and repair ventilator. (Second floor to be used for storage).....	2,000.00
Partition basement of Veterinary Laboratory.....	175.00

PAINTING

Inside

1. Brown Hall.	
2. Lord Hall.	
3. University Hall.	
4. Library Building.	
5. Old Chemistry Laboratory.	
6. Robinson Laboratory.	
7. Hayes Hall.	
8. Veterinary Clinic (Part)	
9. Veterinary Laboratory (Part)	
10. Campbell Hall.	
11. Orton Hall—Museum (Part)	Average \$1800.00.....
Kinsman)	18,000.00
Ives)	
Hamilton)	All new but have requests for painting
Commerce)	all of them.

Outside

1. Physics Building.	
2. Ohio Union.	
3. University Hall (7 yrs.)	
4. Library Building. (7 yrs.)	
5. Ives Hall in rear.	
6. Service Building. (7 yrs.)	
7. Athletic House. (7 yrs.)	
8. President's Residence. (7 yrs.)	
9. New Power House. (Part 7 yrs.)	
10. Shops, one coat—Average \$450.00.....	4,500.00

GROUNDS

Finish grading around Ives Hall.
 Finish grading around New Hospital and provide temporary road and walks.
 Finish grading around College of Education Building.
 Finish grading around Engineering Experiment Station Building.
 Finish grading around northeast corner of Hamilton Hall.
 Grade around new residence for the President.

PLUMBING REPAIRS AND SERVICE LINE EXTENSION

Repairs at Library

Enlarge water line and replace all tanks and valves on water closets \$ 450.00

Repairs at Old Chemistry Building

Replace all tanks and valves on water closets and urinals.. 600.00

Repairs at Lord Hall

Replace all old high tanks and valves on water closets and urinals 200.00
 Replace 2½" water service across campus Orton Hall..... 2,800.00
 One additional Croll Reynolds Heater for Domestic Hot Water System 1,200.00
 Change Domestic Water Lines at Hospital Branch, (enlarge return) Partially due to New Hospital..... 600.00
 Extension of Domestic Hot Water System around circle; to Brown Hall, Chemistry, Hayes Hall, Gymnasium, Page Hall, Commerce, Physics, and Orton Hall..... 6,000.00
 Equip new buildings with fire extinguishers..... 650.00
 Repair on sewer south of Lake..... 450.00
 Renewal of hot water service lines in Old University Hospital, (one fourth of the lines to date have been renewed))

\$12,950.00

Upon motion, the Trustees approved the recommendations of the Cabinet and authorized the work outlined to be done.

* * * * *

6-15-'25

Thereupon, the Board adjourned to meet at the call of the Chairman.

Attest:

(Signed) CARL E. STEEB, *Secretary*.

(Signed) LAWRENCE E. LAYBOURNE, *Chairman*.

OFFICE OF THE BOARD OF TRUSTEES
THE OHIO STATE UNIVERSITY

Columbus, Ohio, June 15, 1925.

The Board of Trustees met at the University at 9 a. m., pursuant to call of the Chairman.

Present: L. E. Laybourne, Chairman; John Kaiser, Julius F. Stone, Herbert S. Atkinson, Harry A. Caton.

* * * * *

The minutes of the last meeting were approved.

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Upon recommendation of the President, the following appointments were made and the necessary amounts appropriated to meet the salaries in accordance with the general rule:

Name	Title	Quarters	Annual Rate
<i>College of Agriculture</i>			
Pearle E. Williams	Grad. Asst., Botany	Summer	\$ 50.00 mo.
Donald B. Anderson	Grad. Asst., Botany	Summer	50.00 mo.
<i>College of Arts</i>			
Marvin Farber	Instructor, Philosophy	Au., Win., Sp.	2,000.00
Dwight F. Donan	Asst., Romance Languages	Au., Win., Sp.	2,000.00
Glenn R. Barr	Asst., Romance Languages	Au., Win., Sp.	1,800.00
<i>College of Commerce and Journalism</i>			
Arthur E. Davis	Editor, Lantern	Summer	100.00 quar.
Edward E. Grusd	Bus. Mgr., Lantern	Summer	100.00 quar.
<i>College of Education</i>			
Dorothy Wall	Editorial Asst., Bureau of Educational Research	July 1, 1925	1,800.00
Edgar A. Doll (Special Contract)	Asst. Prof., Psychology	Summer	1,500.00 quar.
* * * * *			

Upon recommendation of the President, the following changes in salary were made:

<i>College of Agriculture</i>			
L. Maybelle Cornell	Instr., Home Economics	July 1, 1925	from to \$2,200 \$2,500
<i>College of Arts</i>			
Wallace S. Elden	Prof., Classical Lang.	July 1, 1925	3,600 4,000
<i>College of Engineering</i>			
Lenora Glasgow	Sec'y. to Dean, College of Engineering	July 1, 1925	1,800 2,000

Physical Education

Katherine Hersey	Instr., Physical Education	July 1, 1925	2,200	2,500
Dorothy Sumption	Instr., Physical Education	July 1, 1925	1,800	1,900
Margaret Cheney	Instr., Physical Education	July 1, 1925	1,600	1,700
Marian Johnson	Instr., Physical Education	July 1, 1925	2,200	2,300

Administrative Division

Edith M. Auch	Auditor, Student Organizations	July 1, 1925	1,500	2,000
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The increase of \$500.00 to be divided equally between the University and the agencies directly served.

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Upon recommendation of the President, the following change in title was made:

College of Medicine

E. J. Gordon	from Assistant Professor	to Prof. of Medicine & Director of Dispensaries	July 1, 1925
*	*	*	*

The following recommendations of the President were approved:

That the salary of Dr. Thomas A. Vogel be reduced from \$500.00 to \$150.00 owing to reduced services on account of the state of his health.

That the request, that the salary of Dr. Andrews Rogers be increased \$350.00, making it \$1600.00, be held without prejudice for the present.

That \$100.00 be added to the appropriation to secure a successor to Virginia P. Hill, Instructor, Department of Physical Education for Women, making the salary \$1800.00.

That the name of A. O. Heck, Assistant Professor of School Administration, omitted from the budget by error, be restored and the salary fixed at \$3600.00.

That Professor C. A. Wright be appointed Director of the Radio Station; this position carries no additional salary.

* * * * *

The Secretary reported that the survey of the Mary E. Hess land just completed shows 2.81 acres more land than was estimated at the time the request was made to the Legislature for appropriations, which makes the total cost of the property \$2802.00 more than the amount actually appropriated by the Legislature.

Upon motion, the Secretary was authorized and directed to pay the additional amount from the interest on Endowment Fund, in case Miss Hess insists upon the additional amount.

* * * * *

The President presented the following contracts between the State Board for Vocational Education and the Ohio State University for the year 1925-1926, which were approved and ordered signed by the President of the University and the Secretary of the Board of Trustees:

CONTRACT BETWEEN THE STATE BOARD FOR VOCATIONAL EDUCATION AND THE OHIO STATE UNIVERSITY

On consideration of the fact that the State Board for Vocational Education hereby agrees to reimburse the University in the amounts and for the purposes stated in the tenta-

tive budgets herewith, the Ohio State University agrees to conduct in the College of Agriculture a course for the training of teachers in vocational agriculture and a course for the training of teachers in vocational home economics in accordance with the State Plan adopted by the State Board for Vocational Education for the year 1925-1926.

These courses for the training of teachers in vocational agriculture and in vocational home economics will be kept up to the standards demanded by the State Plan and will be subject to the general supervision of the State Board for Vocational Education.

Reimbursements in amounts not to exceed those stated in the budgets herewith will be made by the State Board for Vocational Education upon receipt of the affidavit from the Secretary of the Board of Trustees of Ohio State University as to the actual expenditures for that month.

BUDGET FOR TEACHER-TRAINING IN AGRICULTURE

Salaries	\$21,700.00
Research	550.00
Clerical and stenographic.....	1,200.00
Travel	1,200.00
Office Supplies	300.00
Postage and communication.....	150.00
Printing and Miscellaneous.....	100.00
Total	\$25,200.00

BUDGET FOR TEACHER-TRAINING IN HOME ECONOMICS

Salaries	\$13,100.00
Clerical	1,200.00
Travel	600.00
Office Supplies	100.00
Postage and communication.....	100.00
Printing and Miscellaneous.....	100.00
Rent of practice house.....	2,000.00
Total	\$17,200.00

In behalf of the Ohio State University

(Signed) W. O. THOMPSON, *President*.

(Signed) CARL E. STEEB, *Secretary, Board of Trustees*.

In behalf of the State Board for Vocational Education

(Signed) VERNON M. RIEGEL.

President and Executive Officer.

Date, June 15, 1925.

CONTRACT BETWEEN THE OHIO STATE UNIVERSITY AND THE STATE BOARD FOR VOCATIONAL EDUCATION REGARDING THE TRAINING OF TEACHERS FOR TRADES AND INDUSTRIES UNDER THE SMITH-HUGHES LAW

The Board of Trustees of the Ohio State University herewith agrees to provide in the College of Education of said University, facilities for the training of teachers for Trades

and Industries during the year ending June 30, 1926, in accordance with the requirements of the act of Congress known as the Smith-Hughes Law and with the plans as adopted by the State Board for Vocational Education, of the State of Ohio, for the training of teachers for trades and industries. As a part of this training the Board of Trustees agrees to provide suitable facilities for practice teaching in Trades and Industries and for observation of teaching in Trades and Industries.

The Teacher-Training for Trades and Industries in the College of Education of the Ohio State University will be subject to the general supervision of the State Board for Vocational Education through its regularly designated supervisor of Teacher-Training for Trades and Industries.

In consideration of this action by said Board of Trustees and upon condition of the fulfillment of the same, the State Board for Vocational Education hereby agrees to reimburse the Ohio State University for moneys spent in connection with the courses in Teacher-Training for Trades and Industries in amounts not to exceed those stated for each item in the budget given below. Reimbursement for such expenditures will be made quarterly (the quarters ending September 30, December 31, March 31, and June 30, respectively) upon the presentation of a properly attested affidavit showing the actual expenditures during the quarter.

BUDGET FOR TEACHER-TRAINING FOR TRADES AND INDUSTRIES
AT THE OHIO STATE UNIVERSITY

Head of Department.....	\$ 4,600.00
R. W. Kent.....	4,500.00
D. B. Finch.....	3,500.00
R. W. Jenkins.....	3,750.00
Part-time Instructor	772.00
Secretary	1,200.00
Research	300.00
Special Lectures	500.00
Travel	1,800.00
Printing, Communication, and Supplies.....	600.00
	<hr/>
	\$21,522.00

In behalf of the Ohio State University

(Signed) W. O. THOMPSON, *President*.

(Signed) CARL E. STEEB, *Secretary, Board of Trustees*.

In behalf of the State Board for Vocational Education

(Signed) VERNON M. RIEGEL,
President and Executive Officer.

Date, June 15, 1925.

* * * * *

Thereupon, the Board adjourned to meet at call of the Chairman.

Attest:

(Signed) CARL E. STEEB, *Secretary*.

(Signed) LAWRENCE E. LAYBOURNE, *Chairman*.

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